

WIGGENHALL ST GERMAN'S PARISH COUNCIL

**MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL
HELD ON MONDAY 11th MAY 2026 at 7.30PM,
CONVENED IN THE MEMORIAL VILLAGE HALL.**

Present:

Parish Councillors: David Rust (Chair), Scilla Ash, David Johnson (Vice Chair), David Harrison, Julie Massen, Tony Park, Ben Taylor-Wright and Robert Ward.

Parish Clerk: Mike Inder.

Borough & County Councillors: B Cllr Brian Long.

Apologies: Cllr Paul Bridges

Public: 3

Introduction: Cllr Rust welcomed everyone and opened the meeting.

- 44/26 **Election of the Chair** of the Council for the following municipal year: Cllr Rust asked Cllrs for nominations, Cllr Ash proposed Cllr Rust, seconded by Cllr Massen, there being no other nominations and nomination accepted, Cllr Rust was duly elected by unanimous vote in favour. Cllr Rust signed the declaration of office.
- 45/26 **Election of Vice Chair:** Cllr Rust proposed Cllr Johnson continue as Vice Chair, seconded by Cllr Ash, and voted in favour; accepted by Cllr Johnson with the signing of a declaration of office.
- 46/26 Apologies shown above were accepted.
- 47/26 There were no declarations of interest for items on the agenda.
- 48/26 County Councillor: new County Cllr Olivia Morris's contact details not known prior to the meeting.
Borough Cllr Long provided thanked everyone that had voted for him at the County Council elections and stated he would continue to support the Council in his Borough Council capacity. A report on the LGR progress, expected UA division size of c2,500 residents with one member per division was outlined. He drew attention to recent use of Part Q and full applications for developments on land where the scope of development was beyond the Part Q criteria and refused.
- 49/26 **Public forum:** No matters raised.
- 50/26 The Chair asked if everyone had read the [minutes](#) from the meeting held on 30 March 2026 and asked for any comments; Cllr Ward queried the absence of an item raised concerning the illegal use of the riverbank either side of St Germans Bridge by motorcycles and horse-riders. The Clerk explained that as it was raised under items for the next agenda and that as there were solutions and actions suggested during the last meeting that the need for it to be raised as an item seemed to have been overtaken by those actions, he conceded that they should have been added as an item to follow up with a report and will add that to the next agenda; in the meantime checking on the undertakings by the EA, mentioned by Cllr Ward when he raised the matter to them in March, to check on signage and enforce rules as appropriate were already in place. The Minutes were otherwise proposed as a true reflection of the meeting by Cllr Johnson, seconded by Cllr Ward and approved.

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51/26 **Finance:**

- a. [Payments](#) were proposed by Cllr Johnson, seconded by Cllr Ward as in order and approved/ratified.
- b. The accounts as [reconciled](#) by the RFO were checked by Cllr Rust.
- c. The [annual pre-approved regular payments list](#) was proposed by Cllr Harrison, seconded by Cllr Rust and agreed.
- d. The Clerk received the insurance renewal from the current provider after the agenda was published and had notified the Cllrs that there was 1 more year on the current long term agreement. However, the exercise in gaining quotes obtained and providing a [Comparison Summary](#) had shown that there were matters to be considered next year in terms of the cover required.

52/26 **Annual Governance Accountability Return (AGAR):**

- a. **The Internal Audit Report** was received and shared after the Agenda was published, the report raised no issues and made one recommendation to consider a separate policy for setting the reserve for contingencies; the RFO advised that a separate policy would not be required as the Financial Regulations and Risk Management Policy covered the matter, however when reviewing the Fin Regs this year it might be worth being more specific on how the 'Operating' Reserve is derived i.e. 50% of the operating expenditure within the budget as is the current calculation.
- b. **Annual Governance Statement – [Section 1](#)**. The Clerk asked whether the Council agreed that the 10 assertions should be answered Yes except of assertion 9 that is not applicable. Cllr Johnson proposed that they Council Agreed, seconded by Cllr Ash and approved.
- c. **The Accounting Statement – [Section 2](#)**. The figures, having been disseminated to Cllrs in April and examined by the Internal Auditor, were proposed by Cllr Massen as accurate, seconded by Cllr Ash and approved.

53/26 **Planning.**

- a. Applications to consider: None at time of publishing
- b. Late applications to be considered: **26/00742/LB**: Cllrs Rust and Massen reviewed the application in the short notice period available were satisfied that there were no obvious issues of concern, indeed the work to refurbish a valued building was commended. Council supported the application.
- c. Decisions notified by Borough since last meeting: None at time of publishing.
- d. Ongoing applications: **26/00185/O** - OUTLINE SOME MATTERS RESERVED: Demolition of former barn and construction of new self-build dwelling and associated garaging at 159 Fitton Road Wighenhall St Germans KINGS LYNN Norfolk PE34 3AY – *WMA attachment upload requested, still not available to view by the time of the meeting.*
- e. Update on the development of the [Parish Infrastructure Investment Plans](#) (PIIP). The Planning Steering Group stated they would arrange a meeting to address this at the earliest opportunity.

54/26 **Clerk & Cllrs new reports and updates on actions from previous meetings:**

- a. Wighenhall Woodland Creation: Friends of the Woodlands updates. Cllr Johnson provided an update with the change of date for the open day (18 July 26) and provided posters and an outline of the event, which he has asked that the flyers being produced should promote the Friends of the Woodlands concept.
- b. Update on the proposal to install and service a litter bin at the Sluice Rd. Th Clerk is still waiting for the written permission from the MLC.
- c. Lease of 7-acre Allotment land [update](#). 2 minor amendments at request of tenant were accepted. Lease to be issued with start date of 11 Oct 2026.
- d. Street light repairs update: The Fitton Rd lamp cover has been replaced, and the 2 replacement units are on order.

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55/26 Traffic, Highways and PRow matters:

- a. Cllr Bridges circulated the latest SAM2 report for information.
- b. Speed reduction and traffic calming initiative: Report on targeted data for Fitton Rd and liaison with Safer Neighbourhood Policing – deferred until the next meeting as Cllr Bridges was not available.
- c. White Gates update. Phase 1 complete with the generous support by James of JST Forestry in installing them, and positive feedback was received. James has offered to install the gates for Phase 2; the Clerk will advise NCC PPS coordinator and seek an update on grant funding.

56/26 Surrey St Bus Shelter refurbishment update. Cllr Rust will contact Cllrs to arrange a suitable date.

57/26 Leonard Towler Playing Field/Pavilion:

- a. Blocked sewer – Report on work carried out and recommended repairs. *Awtg further quotes.*
- b. Mole control report. Cllr Rust reported no recent activity.
- c. Car park resurfacing to receive an update on options. No progress and Cllr Rust asked that items c and d were removed from future agendas until such time as the project is raised again.
- d. Car Park Extension options. As above.
- e. LTPF shower tile repairs. Cllr Rust reported that the recommendation for replacing some tiles was to completely strip and retile the area, this was considered excessive and other options will be explored.

58/26 Play Park

- a. Mole control report. No report from SJA but 6 new mole hills reported by Cllrs.
- b. Vandalism and ASB at the play park: reduced but still a couple of occurrences, continue to monitor.
- c. Cllr Ward reported that the steps on the infant multi-play had a missing section at the edge and need at least one tread replacing, although it might be prudent to replace all 3 as they are deteriorating. The Clerk will contact OLP for a quote and Cllr Rust will seek a quote from a carpenter.
- d. Cllr Ward suggested that the brambles and nettles growing along the hedge row that was cut back earlier in the year could do with being maintained with scheduled cutting and spraying, the Clerk is to ask the Groundsman for a quote to carry out the additional work.

59/26 Training:

- a. **GDPR training:** Cllr Massen has completed it, and others are progressing GDPR Training.

60/26 Correspondence requiring further consideration.

- a. Report from AFC Lynn of a car break in and theft of contents on 28 April during training between 6.30-7pm. No news on the culprit being caught. The AFC Chairman stated they will arrange a patrol of the car parks by club members next season to prevent a recurrence.

61/26 Items for the agenda for the next meeting. No further new items were raised.

62/26 Resolve to exclude the public in accordance with the Public Bodies Admission to Meetings Act 1960 s.1(2) to consider staffing matters: Cllr Rust proposed the resolution, seconded by Cllr Harrison and so moved.

- a. **Clerk Resignation and Recruitment:** The Clerk's resignation due to workload and lack of capacity was received following the last meeting. The Clerk had identified a suitably qualified and experienced candidate who had welcomed the opportunity to take up the role.

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Cllrs Rust, Johnson and Ash met to interview the candidate and recommended to Council that they employ him, Council voted in favour and the Clerk was asked to make the offer of employment to Mr Neil Watson and conduct a handover for the changeover on the 1st June 26.

63/26 **Meeting Closed** at 8.25pm.

Signature:

Chair

Date

Prepared by Mike Inder, Clerk to Wiggshall St Germans Parish Council.

Annex A

Payments for Authorisation since last meeting.

DATE	PAYEE NAME	DETAILS	REF NO	CHEQUE NO / BACS	GROSS AMOUNT
02/04/2026	BCKL&WN	Dog Bin Collection BC110368063	1	BACS	2,186.50
02/04/2026	Cozens Ltd	Streetlight Maintenance 10550	2	BACS	120.00
02/04/2026	Veolia	PP Litter Bin 1000267083	3	DD	23.45
03/04/2026	Npower	Streelight Electricity IN15222790	4	BACS	712.89
07/04/2026	PJ & B Jones Ltd	Grass Cutting inv 1195	5	BACS	643.29
10/04/2026	Tamar Telecommunications	Virtual Phone 4367146	6	DD	7.49
10/04/2026	HMRC	PAYE & NIC Mth 1	7	BACS	333.48
30/04/2026	Mike Inder	Salary & HWA	8	BACS	442.20
10/04/2026	Scottish Power	LTPF Electricity 610005585323	9	DD	42.00
23/04/2026	Aqua Jet Drainage Solutions	LTPF Blocked Drain Work 436	10	BACS	150.00
30/04/2026	Veolia	PP Litter Bin 1000279938	11	DD	24.22
04/05/2026	JW Drainage Services	LTPF Blocked Drain Clearance 3212	12	BACS	180.00
15/04/2026	EE	LTPF CCTV SIM V02463644115	13	DD	16.83
04/05/2026	PJ & B Jones Ltd	Grass Cutting inv 1206	14	BACS	916.77

5,799.12

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