**Wiggenhall St Mary Magdalen** **Parish Council**

**Minutes of the Ordinary Meeting of the above named Parish Council held on 14 September 2017**

**Present - Cllrs:** J Anderson, R Bone, R Chitty, E Fisher (Chairman), P Heyes

Clerk – S Goodwin 2 members of the public

1. **Apologies for absence**

Cllr Koczerzat, Cllr Morton

1. **Minutes of Meetings**

13 July and 2 August. Having been circulated previously, it was then agreed that the minutes were a true and accurate record of the meeting

1. **Declarations of Interest and Requests for Dispensations**

None

1. **Public Speaking**

None

1. **Co-option**

Vacancies are still advertised on PC noticeboard, PC website, in Village Voice and Eagre News

1. **Matters arising (for information only)**

*45.17d* Invitation was placed in Eagre News from Downham Market police for contact number to receive SMS concerning persons and vehicles that are of interest in the Downham Market area and which can then be forwarded to parishioners who have requested to join the scheme. No responses received from parishioners

*46.17d* Cllrs Chitty and Heyes were thanked for their spirited contribution by taking part in the Annual Raft Race in the village. They did not win but enjoyed taking part

*218.16* Ownership of railway abutments has been established to be Historical Railways Estate who will now carry out their own inspection

1. **Correspondence (for information only)**

a Thank you letter for Parish Council contribution to Flower Festival

b Letter from Elizabeth Truss informing that she has been elected MP for South West Norfok

c Letter received concerning speeding in Mill Road. Clerk had replied with Speedwatch team invitation and with permission, has forwarded letter to NCC who have responsibility for related signage.

d Invitation for councilors to join Watlington Parish Council Councillor training

e Offer from Magdalen Village Hall of PA system use during PC meeting as loop system only available for sound from stage and films shown on back screen

f Clerk had responded to parishioners enquiry about extra speed signage in Mill Road and will respond to same parishioner concerning enquiry about grass cutting on the waterway banks

1. **Highways**

a Footpath by Stow Road layby has been cleared of weeds following complaint about work carried out by Rangers. Dirt by church wall has been removed

b Borough Council will not empty Lodes Head dog waste bin if it is located at the top of the steps

ci Bus Shelter installed and following requests for a seat, quotations had been received from Westcotec. Discussion of purchase to be on next agenda

cii 20 mph advisory sign for Park Crescent installed during school summer holidays

ciii Andy Wallace is meeting Network Rail in September regarding TROD and will update Watlington and Magdalen PC’s afterwards. Letter of concern re weeds in TROD to be sent

**84.17 Highways (cont’d)**

d Meeting held between Cllr Heyes and farm manager and report copied to councillors. Request to be made for footpath (FP)signs for FP9 and FP5. Signs have already been requested for FP4 and FP13. It was noted that piping work has taken place on FP4. Thanks to be sent to Eau Brink Farm manager for undertaking this work and also for assistance given regarding footpaths and dykes.

1. **Emergency Plan**

**E**mergency planning public event to be held on 25 October with representative from Environment Agency making a presentation and St Johns Ambulance demonstrating CPR . Borough Councillors and representatives of neighbouring parishes to be invited when publicity material is supplied by Cllr. Fisher

*Cllr Heyes left the meeting at this point for personal reasons*

Information given about Denver Sluice Drop In Day on 21 September

1. **Reports**

a Flood working group had nothing to report

b Speedwatch Team – checks continue with letters being sent to offenders by police

c SNAP (Safer Neighbourhood Action Plan) No meeting had been held as they are bi-monthly

*Cllr Chitty left the meeting at this point for personal reasons*

d Cleaning Group – Next cleanup to be done before October meeting

1. **Cemetery**

a Cllr Fisher had met P Jones (maintainer) during monthly inspection and was informed that

 P Jones will welcome clarification of cemetery regulations

*Cllr Chitty returned to the meeting*

b Proposed regulations had been circulated and were agreed. These will be subject to modification as and when necessary. Purchase and location of noticeboard to display regulations to be on next agenda. Councillors to meet in cemetery at 7pm before 12 October meeting to consider locations and implementation of regulations

*Cllr Heyes returned to the meeting*

c Quotation received to remove shrubbery completely covering some very old headstones, ash tree growing from centre of cemetery hedge and eucalyptus tree by cemetery fence (once height has been reduced by UK Networks)

1. **Lifebelts**

King’s Lynn Borough Council and Environment Agency unwilling to replace lifebelts

1. **Grazing Land**

aReviewed fees to be applied in November ’17 invoices for plot rental from January 2018 and agreed that no increase to take place this year

b Cllr Heyes report was copied to councillors and it was noted that topping to all vacant plots and the 2 lanes as far as possible had been completed for another year by M Nolan. Large amounts of rubble are preventing access to the lane by plots 49 - 53 so access to plots 40 - 48will have to be via the bridge at the top of the left hand lane. Discussion took place as to how best to clear rubble, timber and rubbish from plots and lanes but no decision was made.

c Invoice for topping work 16/17 and 17/18 had been presented at the beginning of the meeting and it was agreed that this should be paid. Cllr. Anderson to speak to M Nolan to obtain quotation for 18/19 topping work and to confirm that he has Public Liability Insurance

1. **Islington Pumping Station**

No comment to be sent

1. **Planning**

The following were all approved by King’s Lynn BC Planning Department

a 17/01119/F Extension to dwelling at 79 Stow Road,

b 17/01130/F Replacement of single storey bay window to two storey bay window

 Crabbs Abbey Stow Road Stow Bridge

c 17/01366/F Demolition of rear single storey building, removal of existing chimney, relocation of existing entrance door, replacement of existing windows, replacement of existing roof to match existing style and roof tiles and proposed single storey extension and conservatory at Lowroofs 26 Church Road

1. **Finance**

a Resolved to accept monthly accounts to 31 August

b Agreed £100 donation to be made to Royal British Legion Poppy Appeal

c Clerk to attend training course for General Data Protection Regulations - £35

d No extra website training to be arranged at the moment for 3 councillors

e Resolved to agree cheques be signed and online payments made

f Received Completion of 16/17 Audit Report from Mazars, which had no adverse comments.

 This will now be published on the notice board and website

1. **Councillors Concerns and Future Agenda Items**

Frequency of meetings to be on next agenda

1. **Public Speaking**

None

1. **Date of Next Meeting**

12 October 2017

Meeting closed at 9.15pm

Chairman …………………………………………………. Date …………………………………..