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

**Minutes of the Ordinary Meeting of the above named Parish Council held on 9 November 2017**

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

Clerk – S Goodwin

Three members of the public (2 arrived during item119/17), Cllr. M Hopkins (BC)

1. **Apologies for absence**

None

1. **Minutes of Meetings**

12 October 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 and PC website

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

*218.16* Railway abutments have been inspected again and further visit will be made in 3 months to monitor changes in order to have a better idea on course of action

*64.17* General Data Protection Regulation(GDPR) course attended by clerk. This will entail a number of changes in administration. Information put in folder. Clerk informed PC of further training available

*71.17* Draft recommendations on new electoral arrangements for King’s Lynn and West Norfolk BC received. Proposes that Magdalen will be part of a 2 councillor Tilney & Wiggenhall ward. Document to be put in correspondence folder and item to be on December agenda for comments

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

a Invitation to decorate a Christmas tree for Magdalen Church

1. **Highways**

a Rangers visited w/c 30 October and had carried out requested work including clearing footpath between Mill Road and Stow Road. Holes in roadway by Burnt Lane bridge to be reported. FP9 sign in Burnt Lane has been put up.

b Invoice has been received for bus shelter. When paid, Norfolk County Council will finalise our account with them for 17/18 and send monies owed to us.

c Quotations for spraying of weeds on TROD had been obtained by clerks of Watlington and Magdalen PCs with costs to be split 50/50. Watlington PC agreed that Treelink Landcare quote be accepted. Clerk to confirm who is to approach contractor.

1. **Reports**

a Flood working group had nothing to report

b 3 speedchecks carried out in October with 16 vehicles reported

c Cllr Fisher attended meeting with police, which will be a bi-monthly meeting. Inspector Cant gave update on recent crime problems and proposed re-organisation of police personnel. Councillors were invited to attend next meeting

d Cleanup in Stow Road resulted in 2 bags of rubbish being collected

1. **Cemetery**

a Cllr Heyes gave a report on Cemetery Management and Compliance training he attended with the clerk. Question of issuing Exclusive Rights of Burial requires some careful consideration as do requests for installation of memorial rights. Matters to be on future agenda

b Following training course, draft regulations had been checked by Chief Executive of Institute of Cemetery and Crematorium Management. One or two very minor amendments made along with information obtained on course. Stonemason who is member of BRAMM had also checked regulations and offered suggestion about diagram of memorial installation. Latest regulations accepted

c Three companies had been invited to submit tenders for wooden noticeboard for cemetery. One reply had been received and it was proposed and agreed that this be accepted. Quotations for benches for the cemetery and Pound Area had been circulated between meetings and the majority of councillors preferred recycled plastic benches. Proposed and agreed that 3 green benches be ordered. 2 for the cemetery and one for the pound area to replace existing benches.

1. **Allotments/paddocks**

a Quotation for topping work 18/19 received. Quotation included cost for work to be carried out and for any repairs needed for machinery due to obstacles on land. Agreed that before any work commences in 2018, obstructions will be cleared by councillors

1. **Disciplinary and Grievance Procedure**

Procedure had been circulated to councilors before the meeting and it was agreed to accept it.

1. **Village Phone Kiosks**

Stow Road phone kiosk is to be exclusively used for defibrillator. Church Road kiosk to be painted in 2018 and use decided after that.

1. **Local Bus Service**

Stagecoach confirmed that concessionary passes may be used on 46 service before 9.30am. This is the only service where this applies

1. **Policing Re-organisation**

Information received from Unison and Norfolk Constabulary concerning Planned Policing Model. No comment to be sent by Parish Council. Councillors to respond as private individuals if they wish to.

1. **Disqualification criteria for Councillors**

Comments were invited concerning updated disqualification criteria for councilors, which proposes disqualification of individuals standing for office if they are on the sex register. Comment to be sent that Magdalen PC supports this

1. **Emergency Planning Documentation**

Public meeting held on 24 October had speakers from Environment Agency and Borough Council Emergency Officer. St John Ambulance representative failed to attend or send apologies. Report of meeting to be published by Eagre News was read out during item 122/17a. Outcome was that Village Emergency Plan will be completed. Cllrs Fisher and Koczerzat to form working party with volunteers from parish. Be Prepared booklet and Flood information 2018 will be delivered with Eagre News.

1. **Planning**

 190 Fitton Road, side and rear extension and alterations to property 17/02030/F

 Supported as improvement to property and in keeping with character of building.

1. **Finance**

a Resolved to accept monthly accounts to 31 October

b Agreed to appoint John Cross as internal auditor for 17/18

c Cheque for St John Ambulance was cancelled and it was resolved to agree cheques be signed and online payments made



d Consideration of items for Parish Partnership 18/19 including village gates, SAM2, new TROD from Mill Road to Burnt Lane and resurfacing footpaths. Advice to be sought from Highways regarding TROD and resurfacing footways with extra meeting to be held to make decision before 11 December deadline. Village gates and SAM2 are not to be purchased. Consideration of defibrillator was discussed briefly but no decision made.

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

None

1. **Public Speaking**

None

1. **Date of Next Meeting**

14 December 2017

Meeting closed at 9.10pm

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