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

**Minutes of the Ordinary Meeting of the above named Parish Council held on 14 February 2019**

**Present - Cllrs:** R Bone, P Koczerzat, J Morton

Clerk – S Goodwin Brian Long (CC) and 2 members of the public present

It was proposed and seconded that Cllr Bone should chair this meeting due to the absence of Cllr Fisher

1. **Apologies for absence**

Cllr Fisher

1. **Minutes of Meetings**

 10 January and 17 January 2019. 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**

a Dyke adjoining Lynn Road and 30 Lynn Road has been dug out but pipes have still not been cleared. Matter to be pursued by parishioner

b Concern was raised about pedestrian safety at Toll Bar Corner. Suggestion of placing mirror there to enable pedestrians to see around corner. Cllr. Long explained that this was not something that Highways would install

c Cllr Long reported that Norfolk County Council budget was passed with a 2.99% increase.

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

 None

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

a Invitation to attend Patient and Public Forum, 11 March, 6pm, King’s Lynn Town Hall

b Advertising material for purchase of parish map at a cost of £500

1. **Highways**

a No reports to be sent regarding pot-holes etc

b Network Rail and Norfolk County Council still working closely to complete necessary paperwork to enable work to commence. Elizabeth Truss MP and representatives of Network Rail had been made aware by Cllr Long, of the extreme dis-satisfaction felt about this situation

c Advance warning of road closure – Stow Road, 22 February to 6 March. Junction of Vine Hill for a distance of 2500 meters northwards (circulated before meeting)

d Advance warning of bridleway closure – BR10 from where it meets the 2R1268/10 for a distance of 85 metres northwards, and BR3 form where it meets the 2R1268/10 for a distance of 85 metres southwards (circulated before meeting)

1. **Reports**

a Speedchecks still being carried out including regular checks by Police in the village

b Cleanup team had not carried out any forays this month but an operative from Borough Council had visited the village and worked between Church Road and Toll Bar corner

c No SNAP meeting held. It is very likely that these meetings will be discontinued after May

1. **Village Sign**

Several companies had responded to request for information. Some supplied metal signs, others supplied wooden or fiberglass signs. All were quite pricey. No decision was made but matter to be on the next agenda after quotation received from company who were coming to look at the sign on 16 February.

1. **2 May 2019 Elections**

a Articles sent to be included in Spring Edition of Eagre News (EN) encouraging parishioners to consider standing for election as Parish Councillors. Leaflets had been printed advertising Annual Parish Meeting (APM) and drop in for those interested in learning more about becoming a councillor. It was agreed that EN team should deliver them as this will be approximately a week before 14 March APM.

b Clerk and Cllr. Koczerzat attended training concerning timetable for forthcoming elections and some pre-printed nomination forms had been obtained from Electoral Office in King’s Lynn.

1. **Annual Reviews**

a Statement on internal control agreed and accepted without amendment

b Effectiveness of internal audit statement agreed and accepted without amendment

1. **Scheme of Delegation**

Clerk had prepared document formalising delegated powers. This was agreed and accepted

1. **Defibrillator**

Problems had been encountered in obtaining the access code for the defibrillator from the Ambulance Service during a recent emergency. Having sought advice from Community Heartbeat and the Insurance Company, it was agreed that a notice with the access code be attached to the door of the defibrillator cabinet so that the defibrillator could be accessed without contacting the ambulance services. Weekly checks to be added to the current monthly check. Cllr Morton to do the weekly check and Cllr Bone to continue with the more detailed monthly check.

1. **Planning**

19/00061/F Change of use of adjacent land for use in connection with fish and chip shop and installation of gas tank at Nessa's Plaice, 15 Stow RoadComment of ‘No Objection’ to be sent

1. **Finance**

a Resolved to accept monthly accounts to 31 January

b Resolved to agree cheques to be signed and online payments made



c Consideration was given changing street lighting electricity supplier from E-On. Quotations had been obtained from a broker and from E-on for a contracted supply. Agreed that this matter should be revisited at a later date when more councillors were present.

d Chair signed the amended contract of employment for clerk reflecting increased hours and revised SCP19

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

None

1. **Public Speaking**

 No comments made

1. **Date of Next Meeting**

14 March 2019 Annual Parish Meeting will be held before this

Meeting closed at 8.30pm

Signature … ………………………………………… Date …………………………………..