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

**Minutes of the Ordinary Meeting of the above named Parish Council held on 12 September 2019**

**Present - Cllrs:** R Bone (Chairman), BDent , P Koczerzat, J Morton

Clerk – S Goodwin 1 member of the public present

1. **Apologies for absence**

Cllr Heyes

1. **Minutes of Meetings**

 11 July and 8 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**

No applications received for this meeting

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

42.19a Clerk had written to 2 properties in Mill Road/Stow Road, requesting overgrown hedges and shrubs be trimmed back. Letter to be sent to property in Mill Road requesting trimming back and removal of cuttings of brambles

54.19 Clarification given concerning Reserved Matters (RM) on planning applications. RM follow outline planning applications as opposed to full planning permission applications. Two different approaches.

61.19 Dog bin has been delivered and will be fitted by councillors

62.19 Clerk had requested details of contractors used by PC for small tasks and 2 names and contact details had been received. To be kept on file for future use. Clerk had contacted local contractor regarding work for PC but no reply has been received.

67.19 Harbour Master wrote to say that the is no news of any river clearance work in this area and the EA have investigated into the possibility for clearance of siltation at Stowbridge.

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

a Invitation for 2 councillors to meet with new inspector for Downham Market area, Inspector Vicky Hebborn. Cllr Koczerzat to attend

b Advert for Floodex 2020

c Wiggenhall St Mary Magdalen Village Hall have put up a fence and gate to stop unauthorised vehicles going onto playing field. PC contractor has key to padlock for access.

d Magdalen Academy to arrange for trees, which overhang playing field to be trimmed back

e Invitation to display a tree in Magdalen Christmas Tree Festival. No tree to be displayed

1. **Highways**

a Reports of highways issues given to clerk including overhanging shrubs and hedging. Rangers have cleared Stow Road/Mill Road pathway and cleaned out 3 gullies in Stow Road. Request for suggested works for October visit received

b NCC were asked for a warning sign to be erected where Trod crosses the road near Watlington Station as it is so near to a bend. A Speed Awareness Sign (SAM2) has appeared and clerk confirmed that this was done by Watlington PC. Letter to be sent to NCC urging warning signs be placed near last bend before railway station.

c Update on railway abutment inspections requested but no response as yet

d Environment Agency had been contacted about brambles and nettles on bank by footpath 13. Condition and access of this area is being examined by EA. Nettles have been trimmed back and footpath is in good condition.

1. **Reports**

a Speedchecks checks carried out almost every week and reported. 30 people contacted by police following recent checks

b Cleanup from Church Close to Toll Bar Corner resulted in 2 bags of rubbish. Parishioner has volunteered to assist with future litter picks. Suggested that schoolchildren be involved with litter picking.

1. **Paddocks**

aTopping was carried out on plots by appointed contractor with councillors in attendance. Some very small areas were omitted on the verges but otherwise a very satisfactory finish.

b Consideration was given to vacant plots 31-40 following notice being given by tenant. Due to access problems, particularly in winter, these plots are not to be relet for the time being. Barrow left on vacant plots does not belong to any tenant and is to be moved to allotment plots by the dyke edge, where it is thought there is a second barrow.

c Current topping contract is a rolling contract and price has been confirmed to remain the same for 2020. Agreed that current contract to continue for at least one more year. Price to be obtained for topping plots 31 – 39.

d Eau Brink farm manager has been asked if he would trim both sides of allotment/paddock dykes where possible

e All tenants requested to remove ragwort from their plots

1. **War Memorial**

a Councillors to clean memorial. Clerk to investigate pricing of small grey granite chippings for memorial surround as current chippings are looking grubby.

b Resolved that £100 donation to be sent when ordering Poppy wreath and Cllr. Bone will ask P Smith if he is willing to lay wreath

1. **Planning**

a 19/01233/F Erection of single storey garden room to rear of dwelling at The Limes, 2 Stow Road, Magdalen Approved by planning department

b 19/01448/F Extension to dwelling at Orchard Lea 3A Stow Road Wiggenhall St Mary Magdalen Norfolk PE34 3BT Supported with no comment

c 19/00947/F Wiggenhall St Mary Magdalen Retrospective: Application for a detached double garage and raised platform previously built Church Meadow Farm 9 Lynn Road Wiggenhall St Mary Magdalen Norfolk PE34 3AZApproved by planning department

1. **Finance**

a Resolved to accept monthly accounts and bank reconciliation to 31 August 2019

b Resolved that payments be made as follows:-

 

c Resolved to accept audit report from PKF Littlejohn, external auditors for 2018/2019 which approved PC audit with no recommendations or comments. Notice of Conclusion of Audit and all remaining related papers will be published on website and notice board

d Resolved that street lighting supply remain with E-on non- contractual basis. To enter into a contracted supply incurs standing charges, which results in higher costs.

1. **Defibrillator**

Routine inspection revealed defibrillator was missing but enquiries with Community Heartbeat revealed that it had been deployed. Unit was retrieved from ambulance station and new pads fitted. Further sets of pads to be ordered. Noted that battery will shortly need to be replaced but there is still one quarter charge remaining. £300 to be allocated in 20/21 budget. Contact details are now attached to defibrillator and displayed on cabinet so that PC can be notified when defibrillator is deployed.

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

Use of PC website by village organisations and private individuals to be on next agenda

1. **Public Speaking**

 None

1. **Date of Next Meeting –** 10 October 2019

Meeting closed at 8.40pm

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