

# Wiggenhall St Mary Magdalen Parish Council

Due to the Government restrictions on group activities during the Coronavirus pandemic, an Ordinary Meeting of the above named Parish Council was held by e-mail and virtual conference on 9 April 2020 at 7.30 pm.

Comments from members of the public were requested to be sent to clerk before 7pm, 9 April 2020

Taking part by e-mail - Cllrs R Bone (Chairman), B Dent, C Girdler, P Heyes, P Koczerzat,

Taking part in Zoom conference – Cllrs R Bone (Chairman), B Dent, C Girdler, P Heyes, P Koczerzat,

Taking part by correspondence and e-mail - Cllr. J Morton

Members of the public invited to comment before meeting – no comments received

Clerk – S Goodwin

A detailed agenda was sent to councillors with clear indications where decisions were required in the form of YES/NO. Councillors e-mailed their decisions to clerk, voting on agenda items also took place during conference call confirming written response.

Cllr Heyes checked the monthly PC accounts direct with Bank accounts and gave clerk signed copy of monthly accounts.

Cllr Morton checked the invoices against the payment schedule.

Cllrs Dent and Girdler authorised the online payments.

**1.20** Receive **apologies** for absence  
None

**2.20** **Confirm as a correct record** the minutes of the meetings of the Council held 12 March 2020. Draft minutes previously circulated **Agreed**

**3.20** Accept **declarations of interest and dispensation requests** on agenda items  
None

**4.20** **Delegated Decisions** – confirm approval of the following delegated decisions made by clerk following online consultation with councillors during Coronavirus emergency **Agreed**

**Approval for the following had already been granted but was further confirmed during the meeting**

a Clerk's Coronavirus webinar attendance at a cost of £15 plus vat

b Application to be made for £1000 grant from Norfolk Community Foundation

c Two information documents from King's Lynn BC to be placed on front page of website

d Parish Council Coronavirus statement posted on website under notices

**5.20** **Matters arising** not covered elsewhere on the agenda (for information only)

a **Flood protection** on river bank near Horseshoe Barn - completed concrete work. Just tidying up to do

b **Dog waste bin** installed at paddock end of FP4. Emptying put on collection rota.

c **Local council meetings:** Under the Coronavirus Act, the Secretary of State has published meetings regulations which remove requirements to hold annual meetings and allow virtual meetings up to 7 May 2021. These are contained in The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020. The Annual Parish Meeting 2020 for Wiggenhall St Mary Magdalen will be postponed, possibly until 2021

d **Magdalen Village Hall Committee** accepted the offer of a dog waste bin to be installed near the village hall

e **Footpath 4** has been reinstated around paddocks by Eau Brink Farms

## 5.20 Matters Arising (Cont'd)

- f **Covid-19 Community Response Fund.** Grant amount: £1,000.00. To pay for leaflets, petrol, mobile phone and pre-shopping money costs for volunteers to assist the vulnerable and elderly. Payment for the grant awarded by Norfolk Community Foundation has been made to our bank account by BACS. Please note this grant is restricted for the purpose stated in the Funding Agreement, and must be shown separately in our annual accounts as 'restricted funds'.

### 6.20 Correspondence (for information only)

- a Unity Bank interest rate reduced to 0%
- b Rental for Magdalen Village Hall to be agreed when public meetings are resumed

### 7.20 Highways

- a Rangers requested to tidy Stow Road/Mill Road footpath and tidy up pavement at top of Mill Road. Also to clear gutters at top of Mill Road and Stow Road and trim brambles by railway abutments

### 8.20 Woodland Trust

- a All woodland Trust staff on home working and social distancing so for foreseeable we will not have a face to face meeting with them. Hopefully everything else will be set up, including our supporting project officer etc. Cllr. Girdler to keep contact with them.
- b Power station financial support for Wild Wood - the Station Manager (Adam Kennard) invited Cllr. Girdler to get in touch when Coronavirus is over

### 9.20 River Siltation – No correspondence received

### 10.20 Dog waste bins –

- a Purchase replacement bin with square fixings for FP 4, Lynn Road end.  
Cost of £95.82 plus vat **Agreed**
- b Purchase of bin and post for village hall playing field area.  
Cost of £133.02 plus vat **Agreed**

### 11.20 Church clock

Clock reported to be not keeping correct time but is able to be reset occasionally. Sometimes losing time, sometimes gaining. Agreed that repair to be left until regular servicing takes place unless timekeeping deteriorates

### 12.20 Planning – Borough Council Planning approved variation of condition 3 of planning permission DM4211 to allow the property to be occupied by persons outside agriculture

### 13.20 Finance

- a Resolve to accept monthly accounts to 31 March 2020 **Agreed**
- b Resolve to agree online payments be made **Agreed**

|           |   |  |     |       |         |              |
|-----------|---|--|-----|-------|---------|--------------|
| Ref 1/20  | Cemetery & Playing field Maint.               |  | SO  | April | £404.30 | 12th payment |
| Ref 2/20  | Staff costs                                   |  | SO  |       | £380.64 |              |
| Ref 3/20  | HMRC  |  | BP  |       | £83.40  |              |
| Ref 4/20  | E-on  |  | DDM |       | £46.31  |              |
| Ref 5/20  | Postcrete for installation of dog bin (P Heye |  | BP  |       | £4.75   |              |
| Ref 6/20  | Norfolk ALC 20/21 membership                  |  | BP  |       | £243.21 |              |
| Ref 7/20  | King's Lynn BC dog bin emptying               |  | BP  |       | £461.76 |              |
| Ref 8/20  | King's Lynn Internal Drainage Board           |  | BP  |       | £116.26 |              |
| Ref 9/20  | SLCC - Covid 19 Webinar                       |  | BP  |       | £18.00  |              |
| Ref 10/20 | S Goodwin for payment to Cartridgesave        |  | BP  |       | £64.31  |              |
| Ref 11/20 | King's Lynn BC Cemetery Rates                 |  |     |       | NIL     |              |
| Ref 12/20 | Westcotec street lighting                     |  | DDM |       | £40.50  |              |

- c Resolve to accept end of year accounts for 2019/2020 **Agreed**

### 14.20 Decide date of next meeting – 14 May

**This will be the Annual Meeting of the PC and will be a Virtual Meeting if current restrictions on group meetings are still in place**

**Agreed**