

Wiggenhall St Mary Magdalen Parish Council

Minutes of the Annual Meeting of the above named Parish Council held on 14 May 2020

This was a 'virtual meeting' in accordance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

Members of the public had been invited to request a link to the meeting if they wished to attend

Present - Cllrs: R Bone (Chair), B Dent, C Girdler, P HeyesP Koczerzat, J Morton

Clerk – S Goodwin

2 members of the public present

15.20 Election of Chair and Vice-Chair

- a Proposed, seconded and agreed that Cllr. Bone be elected as Chair
- b Proposed, seconded and agreed that Cllr. Koczerzat be elected as Vice -Chair

16.20 Apologies for absence

None

17.20 Standing Orders

Resolved to accept Standing Orders 2020 based upon the NALC Model Orders July 2018, modified by this Council to support the new empowerment enshrined in the Coronavirus Act 2020 and associated 2020 Regulations

18.20 Virtual Meetings Policy

Resolved to accept Virtual Meetings Policy

19.20 Minutes of Meetings

9 April 2020. Having been circulated previously, it was then agreed that the minutes were a true and accurate record of the meeting
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20.20 Declarations of Interest and Requests for Dispensations

Cllr Girdler declared an interest in 29.20b

21.20 Public Speaking

No comment

22.20 Matters arising (for information only)

- 83.19 Defibrillator battery has been replaced
- 10.20 Dog bins have been ordered but delivery will be delayed as supplier is operating on limited staffing during pandemic
- 11.20 Smiths of Derby and Churchwardens informed that timekeeping of clock to be checked at next annual inspection.

23.20 Correspondence (for information only)

- a Street lamp on pole opposite Church Road will be re-instated when Westcotec resume normal working. Pole was knocked down by lorry and lamp removed as it was unsafe. Insurance claim has been made. (£250 excess) Clerk awaiting possible call out charge from Amey who attended the incident and removed the lamp. Westcotec now have possession of the lamp.
- b Street lamp reported to be out following post being knocked down and reinstated. Westcotec repaired it.

24.20 Appoint Representatives, co-ordinators and working party groups

C – co-ordinator

- a Clean-up Team – Cllrs Bone, Morton (C), Girdler and Koczerzat
- b Speedwatch Team co-ordinator – Cllr Bone, Cllr Heyes - Deputy
- c SAM2 Team– Cllrs Koczerzat (C), Morton and Ed Fisher
- d Defibrillator monitoring – Cllr Morton – weekly check and Cllr Bone – monthly check and report
- e Magdalen Village Hall Representative – Cllr Dent (for this year only)
- f Parish Council website administration – Cllrs Dent, Heyes and Koczerzat
- g Monthly account checks – Cllr Heyes

25.20 Highways

- a Rangers had not attended due to current pandemic and staff shortages. Work requested will be done as soon as staff resume normal working. Trimming of brambles by railway abutments had been added to the list
- b Following request from clerk, Highways inspector to revisit the section of footway, re-photograph it and get another, slightly stronger, letter sent out. He will ask the landowner to make direct contact with him with a view to explain the method of resolving the issue. If the landowner fails to make contact, Highways will be in a stronger position to complete the work themselves and recharge.
- c Verge trimming has taken place

26.20 Paddocks

- a Woodland Trust have been contacted to query what PC should be doing to prepare the land
- b It had been suggested to clerk that after topping of plots 31-39, land should be sprayed to reduce ragwort. Specialist had agreed that it should be done within 3 weeks of topping. Cost of £175. Decided that no spraying to take place CGM have been requested to top plots and tracks and this is due to take place on 5 June. Cllr Heyes to meet contractor at 7.30am

27.20 Finance

- a Resolved to accept monthly accounts to 30 April
- b Received schedule of regular payees as required by Financial Regulations
- c Confirmed signatories and online access for Parish Council banking – all councillors
- d Approved purchase of battery for defibrillator
- e Resolved to pay schedule of payments

Ref 13/20	HMRC				BP		£83.40		
Ref 14/20	E-on				DDM		£44.81		
Ref 15/20	Norfolk ALC accessibility training				BP		£24.00		
Ref 16/20	Cemetery & Playing field Maint.				SO	April	£420.00	1st payment	
Ref 17/20	Staff costs				SO		£380.64		
Ref 18/20	Insurance 20/21				BP		£565.32		
Ref 19/20	Community Heartbeat - Defib. Battery				BP		£282.00		

28.20 Councillors Concerns and Future Agenda Items

Expenditure of grant from Norfolk Community Foundation and Zoom subscription to be agenda items at June meeting

Cllr. Girdler left the meeting at this point and did not return to the meeting

29.20 Planning

a No applications received for consideration

b Correspondence and phone calls had been received by clerk, some complaining about activities on Motor Cross track in Stow Road on land adjacent to Holly House Barns. With permission, correspondence had been forwarded to Planning Enforcement Officer

Advice received by clerk stated that PC has no power or authority to act in this matter and therefore PC will not be taking part in what is a Borough Council planning matter. Clerk to send response to landowner’s letter to Parish Council.

Councillors were reminded that when talking to parishioners, that as parish councillors they should avoid giving opinions or taking actions that could be considered as representing the PC while always stating they are personal opinions or actions by a private member of the public.

30.20 Public Speaking

Member of the public was pleased to be able to hear members more clearly than at usual meetings.

31.20 Date of Next Meeting

11 June 2020

Meeting closed at 8.20pm

Signature

Date