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

**Minutes of the Annual Meeting of the above named Parish Council held on 12 May 2022**

**Present - Cllrs:** R Bone, B Dent, C Girdler, P Heyes (Chairman), P Koczerzat, J Morton, A Rudd

Clerk – S Goodwin 6 members of the public

1. **Elect**

a **Chairman** With his agreement, Cllr Heyes was proposed, seconded and agreed.

 Declaration of Acceptance was signed

b **Vice Chairman** With his agreement, CllrGirdler was proposed, seconded and agreed. Declaration of Acceptance was signed

1. **Apologies for absence**

None

1. **Minutes of Meeting**

 Meeting held 14 April. 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**

Cllr Heyes declared a prejudicial interest in 36.22b

1. **Public Speaking**

 Owl box has been constructed. Clarification sought on notes given to public attending meetings

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

137.21 Letter from Our World Festivals thanking PC for support in bid for funding to publish Arthur Randell stories

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

a Correspondence from Internal Drainage Board concerning dyke by Village Hall forwarded to VH Committee

1. **Representatives**

a Clean up Team – Cllrs Bone and Morton, with Cllr Morton co-ordinating

b Speedwatch Team Co-ordinator – Cllr Bone

c SAM2 Co-ordinator – Cllr Morton and Ed Fisher.

d Defibrillator monitoring - Cllrs Bone and Morton

e Magdalen Village Hall Representative – Cllr Girdler

f Parish Council website – Cllrs Heyes, Dent and Koczerzat

g Footpath monitoring – Cllr Heyes

1. **Highways**

a Surface dressing completed from speed limit to the South of the village and finished at Toll Bar/Fitton Road junction. Church Road junction was not fully prepared before work took place and work will be carried out by Highways to improve the surface

b Pot-holes in Stow Rd repaired before resurfacing took place

c Stow Rd/Mill Rd cut through - weeds now cleared by Highways

d Highways to be made aware that damage at Mill Rd/Stow Rd junction caused by contractors working at 37 Stow Rd

1. **Reports**

a SAM2 has been relocated

b Speedwatch checks have been interrupted with bad weather. Mobile speedcheck attended

e Defibrillator checks continue to be done by Cllr Morton and Cllr Bone had sent monthly report.

f Cllr Heyes will speak with Eau Brink Farms concerning uncut paths on FP 4 and 9.

1. **Woodland**

a Trees have now been cut back and wood chipped for the glade. Tree baulks still to be delivered and put into position

b Tree base spraying has been done by Woodland Trust contractors.

c Agreed that inner area of the woodland area, plots 30-39 be left untopped this year to encourage wildlife. Situation to be discussed again next year. Clerk to ask for new pricing from CGM due to reduced topping area. Clerk to stress that only one cut as close to outer boundaries as possible be made on plots 30-39

d R Chitty has built an owl box for the site. He was thanked by the Parish Council. Consideration was given to either a post for the owl box or for it to be attached to a tree. Matter to be investigated at a meeting with parishioner and Cllr Girdler and decision made at June meeting

1. **Village Sign**

Several attempts had been made by clerk and Chair by e-mail, text message and phone to ask contractor when sign base was going to be built. No response. Clerk hand delivered letter to say that if no response received by 6 May, alternative contractor would be appointed. No response received

*Resolved that clerk to contact and appoint builder who submitted a tender but was originally not successful for confirmation quote.*

1. **Cemetery Gates**

 Gates have now been sandblasted and due to the joints being lead pointed, galvanizing could not be done. It was hoped to find a makers stamp on the gates but none was found. They are definitely older than 1950’s, which is when the gates were donated by R Warren (village blacksmith). Gates will now be repaired and painted. Completion is due by end May, early June 2022.

1. **Stow Road Dog Waste Bin**

Agreed that Councillors will assist S Warren to remove dog bin, he will then reconstruct post ready for bin to be reinstalled at location near to gates in Stow Road. BC to be informed by clerk.

1. **Church Road Phone Box**

Notices requesting removal of books resulted in them being removed by persons unknown**.** Paintbrushes have been donated to PC

*Resolved that box be secured in such a manner that if necessary it could be re-opened and that repainting and minor repair to glass take place after 31 May*

1. **Cemetery and Playing Field Maintenance**

Clerk explained that currently maintenance tenders go out every 3 years and contractors have to fix the price for that term. In the current financial climate this could create hardship.

*Resolved that clause be inserted in tenders that annual review of cost take place.*

1. **Flower Festival**

Invitation to contribute to Church Flower Festival had been received. This year’s theme is ‘Queen’s Platinum Jubilee’. No council members wished to create a display, but S Cook had offered to create a display on behalf of the PC

*Resolved that S Cook be asked to create display and that £50 be allowed for purchase of flowers and materials*

1. **Planning**

a 22/00055/F Retrospective application for Change of use of existing kennels for breeding of dogs at Peace Haven, Fen Road

*Comment to be sent that PC object to retrospective applications and although no complaints about noise have been received by PC there were some concerns*.

Cllr Heyes left the meeting and Vice-Chair took Chair

b 22/00814/F New solar array to serve dwelling at New Mill House, 61 Mill Road, Magdalen

*Comment of fully supporting green initiative to be sent*

Cllr Heyes returned to the meeting and took Chair

1. **Finance**

a Resolved to accept monthly accounts to 30 April 2022

b Note that this will be second year of 5 year contract taken with Zurich insurance. Invoice rec’d

c *Resolved to pay schedule of payments*

d Received schedule of regular payees as required by Financial Regulations

e Confirmed that all councillors be signatories and to have online access for Parish Council banking . Submission form signed by 2 existing signatories in support of application for Cllr Rudd to become signatory.

f Received and accepted Annual Internal Auditors report for 2021/2022

g Completed, approved and signed Section 1, Annual Governance Statement 2021/2022

h Considered and resolved to approve, sign and date Section 2, Accounting Statement 2021/2022

i Approved Bank Reconciliation, Variances and supporting documents to be sent to external auditor

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

Cemetery inspection to be held before next meeting. Clerk explained procedure for agenda items and PC decision making.

1. **Public Speaking**

Lump in new road surface by 43 Stow Rd to be reported to Highways, suggestion that sign base could be left as it is and sign post adapted.

1. **Date of Next Meeting**

9 June, 6.30pm at Magdalen Village Hall

Meeting closed at 19.50

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