

WITTERING PARISH COUNCIL www.witteringparishcouncil.com Parish Clerk: Ruth Demagalski Wittering Parish Council Wittering Parish Hall Townsend Road Wittering PE8 6BD clerk@witteringparishcouncil.com	
---	--

**MINUTES OF WITTERING PARISH COUNCIL MEETING
HELD AT 4.00 pm on SUNDAY 23 AUGUST 2026 IN THE PARISH HALL**

Item No	
26(08)01LB	Chair's Welcome The Chair welcomed everyone to the meeting
26(08)02LB	In attendance: Joanna Gault (JG) WPC Chair, Brian Day (BD), Kate Jackson (KJ), Ruth Demagalski (RD) Clerk Apologies Received from: Liz Putterill (LP), Emma Wilson-Jones (EWJ), David Hughes (DH)
26(08)03LB	Declaration of Interest: There were no declarations of interest.
26(08)04LB	Updates and Discussions On: a) Appointment of Chair for Subcommittee – as previously volunteered, it was agreed that Brian Day would act as Chair for this subcommittee. b) Fixed Asset Register – RD advised existing FA register date 2020 and very out of date. BD offered to look into this and update especially regarding Bowls Club grounds maintenance equipment. c) Insurance: Buildings Cover – RD to check with CAS Insurance current level of cover for each WPC property. d) Revaluation of WPC buildings: RD advised these have not been valued since prior to 2012. RD to obtain quotes for valuations for insurance cover e) Approval of extractor fan quote for container works (additional works requested by Sports & Social Club) – Quote from Active Electrical provided for 2 x extractor fans to go inside the container - £200 (no VAT). f) Date for Container Works and how this will be managed – these are currently scheduled for start 02/09. Craig Buttress will be available to provide site supervision. g) Fire Risk Assessment – this has been carried out for all WPC properties – awaiting full report from New Flame so that actions can be completed.
26(08)05LB	Discussion and Approval of Garage Demolition Quotes 6 quotes received in total. Criteria for selection was not cost based but determined by appropriate documentation (insurances etc) being provided; detail on quote so WPC could

	fully understand the works included within the quote and contractor site visit. Contract was awarded to LJA Facilities, Newark - £10,125 plus VAT with The Leeton Group, Peterborough a very close second. Both companies had reduced their original quote as requested by RD. RD to advise all contractors and to obtain a date for works to commence.
26(08)06LB	Correspondence: this has previously been circulated to the subcommittee.
26(08)07LB	Questions for WPC Chair: a brief discussion regarding utility provision for the junior football team. BD to take this forward and arrange for direct debit to be set up.
26(08)08LB	Date and Time for Next Meeting: To be arranged once garage demolition works have been completed.

Ruth Demagalski, Wittering Parish Clerk and Responsible Finance Officer

SIGNED

Chair

DATE 24/09/26