

# WICKLEWOOD PARISH COUNCIL

## Minutes of the Parish Council Meeting held in the Village Hall at Wicklewood Village Hall on Monday 7<sup>th</sup> April 2014 at 7.45 pm

<b>Present:</b>	<b>Peter Campbell-McBride</b>	<b>(PCM)</b>	
	<b>Mike Gamble</b>	<b>(MG)</b>	<b>Chairman</b>
	<b>Alan Goodings</b>	<b>(AG)</b>	
	<b>Andrew Goodings</b>	<b>(AGo)</b>	<b>Vice Chairman</b>
	<b>Richard Goodings</b>	<b>(RG)</b>	
	<b>Jack Hipperson</b>	<b>(JH)</b>	
	<b>Lorraine Long</b>	<b>(LL)</b>	
<b>In attendance</b>	<b>Karen Bush</b>	<b>(KB)</b>	<b>Booking Clerk and Caretaker</b>
	<b>Margaret Dewsbury</b>	<b>(MD)</b>	<b>County Councillor</b>
	<b>Anne Panella</b>	<b>(AP)</b>	<b>Parish Clerk</b>

**Action**

### WELCOME AND APOLOGIES FOR ABSENCE

- 42 Apologies were received from Michael Edney.

### DECLARATIONS OF INTEREST

- 43 None were received that would impact on the business of the Parish Council.

### PUBLIC FORUM

44 Windmill Cottages

The cottages continue to be uninhabited. A resident who has sought to gain clarification from the Trust noted that responses received were not conclusive and did not indicate that any action could be anticipated soon.

- 45 Another resident, who is involved with the Trust, confirmed that the Trust is considering what action could be taken but currently they do not have sufficient funds to bring the cottages back into a habitable state. A grant application has been submitted to South Norfolk and the outcome will be known shortly. However, with regard to timescales it is likely to be years rather than months before any action is taken; in the intervening period the cottages are likely to fall into further disrepair.

- 46 The County Councillor did put the Trust in contact with Saffron Housing, who manage the social housing for South Norfolk. However, Saffron indicated that the cost of any refurbishment would be significant and they were unable to offer any support. It is understood the market value of the two properties is in the region of £340K but due to the manner of the gift the Trust is unable to sell them.

- 47 It was agreed that the Clerk will write to the Chairman of the Trust registering concern at the state of the cottages and to request an update on plans to refurbish the properties. **AP**

### **APPROVAL OF THE MINUTES OF THE MEETING HELD ON MONDAY 3<sup>RD</sup> MARCH 2014**

**Resolved:** that the Minutes for the meeting held on 3<sup>RD</sup> March be accepted as a true record of the proceedings. Proposed by AGo, seconded by AG. All in agreement.

### **MATTERS ARISING**

- 48 Cricket Club Sub-let to Hardingham: the terms of the sub-let agreement are independent of the contract with the Cricket Club and therefore the contract reverts to the original payment of £110 per annum.

### **CORRESPONDENCE**

- 49
- i. Office of the Police and Crime Commissioner
  - ii. Norfolk Constabulary Crime Surveys: 28 February to 18 March
  - iii. Norfolk Association of Local Councils: Finance Settlement Referendum confirms that Parish Council are not required to consult with their communities if they wish to increase their Precept by greater than 2%
  - iv. Norfolk Association of Local Councils: repeal of Section 150 has been confirmed. Parish Councils can, once Financial Regulations are amended, approve electronic payment of all invoices and salaries. Until the system is in place it is recommendation to continue with the current practice of requiring two signatures on each cheque
  - v. Email correspondence with resident regarding the functioning of the boiler in the Village Hal. The engineer has re-checked the boiler and confirms that the condensate pipe is not working and the boiler is working correctly.

### **ACCOUNTS FOR PAYMENT**

- 50 The following were presented for payment:

Anne Panella	Clerk's Salary	£187.85
Anne Panella	Clerk's Expenses	£11.98
Karen Bush	Cleaner and Booking Clerk Salary	£247.26
Alice McGiveron	Cover Cleaner Salary	£27.70
HMRC	March 2014	£48.80
Anglian Water	Direct Debit	£120.78
Norse	Grass Cutting Playing Fields	£171.30
	<b>Sub Total</b>	<b>£815.87</b>
In addition the following were presented for payment		
NALC	Annual Subscription	£173.02
Kimberley Electrical	Callout to check stage lights	£54.00
Rix Petroleum	Heating oil	£340.52
P D Nichalls	Emptying of septic tank	£90.00
Tim Carver	First cut of Urban delegated	£100.00
Karen Bush	Expenses	£24.40
	<b>Sub Total</b>	<b>£781.94</b>
	<b>GRAND TOTAL</b>	<b>£1,597.81</b>

**Resolved:** that the accounts, as presented above, be approved for payment.  
Proposed by PCMc, seconded by RG. All in agreement.

### MONTHLY INCOME AND EXPENDITURE REPORT

51

	<b>Current</b>	<b>Deposit</b>	<b>Total</b>
<b>Balance B/Fwd 20 Feb 2014</b>	£ 4,658.21	£12,111.27	£16,769.48
<b>Total Receipts to 25/03/14</b>	£ 865.58	£0.96	£ 866.54
	£ 5,523.79	£12,112.23	£17,636.02
<b>Total Outgoings to 25/03/14</b>	£ 687.50	£0.00	£ 687.50
	£ 4,836.29	£12,112.23	£16,948.52
<b>Inter-Account Transfers March 2014</b>	£ 0.00	£0.00	£0.00
<b>Closing Balance 25 March 2014</b>	£ 4,836.29	£12,112.23	£16,948.52

### HIGHWAYS

52 Nothing to report this month.

### PLANNING

53 2014/0247: 49 Church Lane. Erection of 2 bay timber framed cart shed to front of property

54 2014/0405: 5 Milestone Lane. Amended application to demolition existing single storey extension to rear and erection of single and two storey extension

55 No views or comments were recorded for either application

### PLAYING FIELD

56 Two inspections have been conducted; 13<sup>th</sup> and 31<sup>st</sup> March. No issues to report.

57 Thanks were extended to J Seville for modifications to part of the hedge around the Playing Fields.

### WICKLEWOOD VILLAGE HALL

58 Eleven new bookings have been received up to the beginning of July. A variety of work has been carried out on the hall: engineers to recheck the boiler; electrician to check the state of the stage lights both of which were found to have blown. Mr Whitehead has repaired water damage to the ceilings of the gents and the kitchen and thanks were extended for this work.

59 Bottles continue to be left beside the bottle bank, even when it's empty. Also, bags have been left beside the clothes bank.

60 The PAT testing is due and has been arranged for 17<sup>th</sup> April. New keys have been cut for the contractor to gain access to the Playing Fields. RG confirmed he has requested the previous contractor return the keys he was provided with. A new key contract is required to be drawn up.

61 It was noted that children were seen climbing to the top of the newly trimmed hedges around the Playing Fields and will be monitored to see if this reoccurs.

62 Acoustics Survey:

ETS have confirmed they are unable to assist with the acoustic problem in the Village Hall and recommend seeking the advice of a specialist acoustic engineer. It was noted that Adrian James will charge £495 plus VAT to conduct a survey but do not carry out the work themselves, rather suggesting that a builder is engaged to carry out the installation work. AP to check with

**AP**

- i. Adrian James if they are able to suggest local builders who have installed acoustic remedies
- ii. Easton & Otley College on the company they used for similar work recently

### **NEWSLETTER**

63 The following were suggested for inclusion in the next Newsletter:

**AP**

- i. Reminder to put bottles and clothes in respective Banks
- ii. No Cold Calling stickers
- iii. Windmill Cottages
- iv. Acoustics update
- v. Chairman's Report from Annual Council meeting
- vi. Poor's Firing Charity
- vii. Old Village Hall Trust

### **ANY OTHER BUSINESS**

64 AP to provide The Net with a more detailed entry for Wicklewood.

**AP**

65 With the centenary of the Great War it was suggested that, in consultation with Rev Holt, to investigate what grants may be available to refurbish the village war memorial.

**AP**

### **DATE AND TIME OF NEXT MEETING**

66 Monday 12<sup>th</sup> May, to include the Annual Parish Council Meeting. Agenda items to Clerk by Friday 2<sup>nd</sup> May. The meeting ended at 8.30 pm.

