

# WICKLEWOOD PARISH COUNCIL

## Minutes of the meeting held at Wicklewood Village Hall on Monday 4<sup>th</sup> February 2013 at 7.45 pm

<b>Present:</b>	<b>Alan Goodings</b>	<b>(AG)</b>
	<b>Andrew Goodings</b>	<b>(AGo) Chairman</b>
	<b>Richard Goodings</b>	<b>(RG)</b>
	<b>John Hipperson</b>	<b>(JH)</b>
	<b>Lorraine Long</b>	<b>(LL)</b>
<b>In attendance</b>	<b>Anne Panella, Clerk</b>	<b>(AP)</b>

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### Action

#### APOLOGIES FOR ABSENCE

294 Were received from M Gamble and S Moore

#### DECLARATIONS OF INTEREST

295 None were noted

#### PUBLIC FORUM

296 PCSO Chris Shutt attended and informed the meeting of the Crime Figures from Police Direct. Throughout January three crimes were reported in Wicklewood whilst a total of eleven calls were received, the majority concerned traffic issues, particularly outside the school. The Police no longer have enforcement authority on motorists outside of schools, other than specific incidents such as 'wilful obstruction of dropped kerbs' and even on these occasions the Police have to note the offence at the time and not rely on verbal confirmation. However, at the request of the Parish Council a further six cones have been delivered to the school which, it is hoped, will alleviate the parking problems around the Village Sign.

297 Night patrols of police have continued during the Mid and Late shifts. A resident confirmed that his business has been victim to two diesel thefts within the past six weeks. The perpetrators do not use headlights in order to avoid detection.

298 The Hall has been the scene of two incidents of damage in the past month.

**APPROVAL OF THE MINUTES OF THE MEETING HELD ON MONDAY 7<sup>th</sup> JANUARY 2013**

**Resolved:** that the Minutes for the meeting held on 7<sup>th</sup> January be accepted as a true record of the proceedings. Proposed by AGo, seconded by RG. All in agreement.

**MATTERS ARISING**

- 299 The tree in memory of Roger Worman has been planted.
- 300 Potholes: Clerk to inform Highways of the pothole 100 metres from junction at bridge which is now becoming larger.

**CORRESPONDENCE**

- 301 **Incoming Correspondence**
  - i Better Broadband
  - ii Information Commissioner: renewal of Data Protection registration
  - iii Rural Community Council: January 2013 newsletter
  - iv Anglian Water: Consultation on future of water services
  - v Green Deal briefing for South Norfolk parishes
  - vi Police & Crime Commissioner Consultation: deadline 16 February 2013
  - vii Norfolk Constabulary: fall in crime figures
  - viii Norfolk Constabulary: Wymondham Crime Survey
  - ix Norfolk Constabulary: traffic cones enquiry
  - x NALC: Older Drivers Campaign
  - xi South Norfolk Council: planning enquiry re: Village Hall roof
- 302 **Out-going Correspondence**
  - i Letters to contractors: replacement of Village Hall roof
  - ii Letters to contractors: confirmation of quotations for Agency grass cutting

**ACCOUNTS FOR PAYMENT**

303 The following were presented for payment:

Anne Panella	Clerks Salary	£176.19
Anne Panella	Clerks Expenses	£11.14
Karen Bush	Caretaker and Booking Clerk Salary	£239.06
Karen Bush	Caretaker Expenses	£12.00
Alice McGiveron	Cover Caretaker Salary	£76.43
Karen Bush	Vacuum for the Village Hall	
HMRC	PAYE (January 2013)	£44.20
Goff Petroleum	Oil for Village Hall	£377.24
Eon	Electricity for Village Hall	£116.34
<u>Two additional payments, below, were also presented for payment:</u>		
Brian Clarke	Agency Cutting of Verges	£1020.00
South Norfolk Council	Planning Application Fee	£97.50
	<b>TOTAL (ex vacuum)</b>	<b>£2,170.10</b>

304 The Caretaker offered to source a vacuum from shop in Wymondham which may offer an improved price on £79.99; if not, to purchase via Argos.

KB

305 The Urban verge cutting contract stipulates three cuts to be carried out but it was noted only two were carried out. Additional works were carried out, by the hour, when required. AG confirmed that the work had been carried out to a satisfactory standard.

**Resolved:** that the accounts above be passed for payment. Proposed by LL, seconded by JH. All in agreement.

#### MONTHLY INCOME AND EXPENDITURE

306	<u>Current</u>	<u>Deposit</u>	<u>Total</u>
<b>Balance B/Fwd 22/12/12</b>	<b>21,803.02</b>	<b>14,106.19</b>	<b>35,909.21</b>
<b>Total Receipts to 25 Jan 2013</b>	2,449.67	0.00	2,449.67
	24,252.69	14,106.19	38,358.88
<b>Total Outgoings to 25 Jan 2013</b>	<b>(1,474.41)</b>	<b>0.00</b>	<b>(1,474.41)</b>
<b>Inter Account Transfers Jan 2013</b>	0.00	0.00	0.00
<b>Closing Balances 25 Jan 2013</b>	<b>22,778.28</b>	<b>14,106.19</b>	<b>36,884.47</b>

#### HIGHWAYS

307 Grit Bins: the two grit bins in the Village are now empty. Agreed AG will contact Highways to have them refilled. A resident has requested a further bin is placed on Low Street, Crownthorpe. Clerk to obtain prices and report to next meeting.

AP

308 Agency Grass Cutting: Clerk to check the terms of the contracts to clarify if they were awarded for one or three years.

AP

#### PLANNING

309 Wymondham Area Action Plan: Preferred Options

The second public consultation will run from 28 January to 22 March, identifying South Norfolk Council's preferred options for housing and employment. Questionnaire can be completed on-line at: [www.south-norfolk.gov.uk/wymondham](http://www.south-norfolk.gov.uk/wymondham)

310 Exhibitions will be held at:

- i. Fairland Church Centre on Tuesday 12<sup>th</sup> February 3.00 pm – 7.00pm
- ii. Central Hall, Back Lane on Saturday 23<sup>rd</sup> February 10.00 am – 4.00 pm

## PLAYING FIELD

- 311 An inspection was carried out on 12<sup>th</sup> January. No issues to report. No further inspections have been carried out due to the weather.
- 312 The Cricket Club toilets on the field were broken into and vandalised and a crime reference number obtained. The water was left running, although time scales are unknown. This may be an issue when the next water bill is received.
- 313 Tree trimming: this work will be carried out during March.
- 314 Conifer cutting: RG will obtain quotes for this work.

## WICKLEWOOD VILLAGE HALL

- 315 Caretaker Report
- i. Leaking water pipe in the Ladies toilets has stopped.
  - ii. Oil was refilled, 500 litres, but due to high usage is only on Level 3.
  - iii. Annual PAT testing is required: agreed that Mr Carver be asked to do this work and to include the new kettles used by the Baby & Toddler group
- 316 Booking Clerk Report  
All regulars are paid up to date and have been informed of the closure dates of 2<sup>nd</sup> – 21<sup>st</sup> April.
- 317 A booking for 24<sup>th</sup> May 2014 has requested placing a marquee to the playarea side of the Village hall with access through the double doors. It will be erected on Friday evening or Saturday morning and removed on the Sunday. Agreed that the marquee can be placed in this area, but emphasis that it is at the hirer's risk. Clerk to respond. **AP**
- 318 Replacement of Village Hall Roof  
The Cinema Group have responded with costs associated with the removal and replacement of their screen and speakers prior to commencement of the work. LL confirmed that Kimberly Electrical have included this work within their quotation. However, it is likely that the Cinema Group may prefer the work is carried out by the original contractor.
- 319 Planning Permission is required for the replacement of the roof. In order to meet tight timescales the Application must be submitted by the end of this week. LL and JH will complete the Application; Clerk will deliver, by hand, to SNC. **LL/JH**  
**AP**
- 320 Wooden Floor: One quotation has been received. Clerk to obtain one/two further quotes for consideration at March meeting. **AP**

- 321 Allotments: Mr Vergerson's executor confirms no family member wishes to take over his allotment. Agreed to hold over this item to March meeting.

**ANY OTHER BUSINESS**

- 322 No items were raised.

**SALARY REIVEWS FROM 1<sup>ST</sup> APRIL 2013**

- 323 *Members unanimously resolved that the next item, pertaining to the Salary Review for the Clerk, Booking Clerk and Caretaker for the Village Hall will be confidential and circulation restricted to Parish Council members only.*

**DATE AND TIME OF NEXT MEETING**

- 324 Monday 4<sup>th</sup> March 2013 at 7.45pm. Agenda items to the Clerk by 22<sup>nd</sup> February.

The meeting ended at 8.25 pm.