

WICKLEWOOD PARISH COUNCIL

Minutes of the Parish Council meeting held in Wicklewood Village Hall on Monday 1st June 2015 at 7.45 pm

Present:	P Campbell McBride (PCM)	Vice Chairman
	Mike Gamble (MG)	Chairman
	Alan Goodings (AG)	
	Andrew Goodings (AGo)	
	Richard Goodings (RG)	
	Jack Hipperson (JH)	
In attendance:	Karen Bush (KB)	Booking Clerk and Caretaker
	Anne Panella (AP)	Parish Clerk

Action

APOLOGIES FOR ABSENCE

130 Apologies were received from M Dewsbury and M Edney.

DECLARATIONS OF INTEREST

131 None were received.

PUBLIC FORUM

132 War Memorial: it was confirmed that the cleaning and repairs have been completed but the lettering has yet to be completed in black. Clerk to contact Bretts.

133 Verge Cutting: the County Council will be sending confirmation letters to parish councils by mid-June. Confirmation has been provided to the contractor that the work can now commence.

APPROVAL OF THE MINUTES OF THE MEETING HELD ON MONDAY 11th MAY 2015

134 Attendance of L Long added in error as she has now stood down as parish councillor.

Resolved: that the Minutes of the meeting held on Monday 11th May 2015 be accepted as a true record of the proceedings, with the above amendment, and be signed by the Chair. Proposed by RG, seconded by AG. All in agreement.

MATTERS ARISING

135 Minute 124: the septic tank has now been emptied and the invoice received. JH offered to contact the contractor in December to arrange bi-annual servicing.

CORRESPONDENCE

- 136
- i. Norfolk County Council: South Norfolk Show Sunday 5 July
 - ii. Norfolk Police Crime Surveys
 - iii. Local Policing Inspector: introductory letter
 - iv. Norfolk ALC Newsletter

ACCOUNTS FOR PAYMENT

137 The following were presented for payment:

Anne Panella	Clerks Salary	£252.92
Karen Bush	Booking Clerk Salary	£265.87
HMRC	PAYE Month 2, 2015	£5.40
Janice Plunkett	Internal Audit	£188.50
Norse Eastern	Grass Cutting: 3 of 8 cuts	£182.77
	SUB TOTAL	£895.46

In addition, the following, received after despatch of papers, were presented for payment:

P D Nickalls	Emptying of septic tank	£90.00
Tim Carver	Grass cutting: 2 of 6	£100.00
P Campbell-McBride	Cost of purchase toilet seat	£32.22
	GRAND TOTAL	£1117.68

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

MONTHLY INCOME AND EXPENDITURE REPORT

138

	Current	Deposit	War Memorial	Total
Balance B/Fwd 01 May 2015	£10,126.58	£12,118.27	Monies for the war memorial are included in the figures presented but are ring fenced £250 SNC £250 NCF £410 PCC £500 PC £1,530 WMT £100 resident £773.10 Event	£22,224.85
Total Receipts to 22/05/15	£ 1,385.68	£0.00		£ 1,385.68
	£11,512.26	£12,118.27		£23,630.09
Total Outgoings to 22/05/15	£ 3,031.09	£0.00		£ 3,031.09
	£ 8,481.17	£12,118.27		£20,599.44
Inter-Account Transfers May 2015	£0.00	£0.00		£0.00
Closing Balance 22 May 2015	£ 8,481.17	£12,118.27	£3,813.10	£20,599.44

ANNUAL RETURN 2014/15

139 The Internal Auditor has now completed work on the financial statements for 2014/15 and has presented her report. There are no significant issues and the processes within the parish council are robust ensuring the accounts are accurate.

Resolved: to approve the Annual Return 2014/15 for signature by the Chairman, Clerk and Responsible Financial Officer. Proposed by PCMc, seconded by JH. All in agreement.

OTHER PROPOSED EXPENDITURE

- 140 The Parish Council has sufficient funds to consider capital or other projects that can benefit the community. The following were put forward for consideration:
- 141 Fridge in Kitchen: it is approximately four years old but is quite noisy but noted this may be due to it being turned off and on quite frequently; it is not kept switched 'on' all the time.
- 142 Tarmac end of driveway into Village Hall: the first metre of the driveway is in a poor state of repair.
- 143 Solar Panels on Village Hall: With a view to greater sustainability and reducing the electricity bills. JH will obtain a quote. **JH**
- 144 Floor for the Village Hall: the floor is approximately 50 years old and has begun to require regular maintenance. PCMc will obtain a quote for supply and fix of a sprung wooden floor. **PCMc**
- 145 School: a donation to the current project of providing an Adventure Trail. AP to check if a power exists to permit such a donation. **AP**
- 146 Area around Village Sign: the grass area continues to be used as car parking for the collection of children but the new car park at the school may alleviate this problem.
- 147 Septic Tank: connect to the Mains Sewerage
- 148 Doggy Bins: a number of residents have requested the installation of doggy bins around the village. Instances continue of dog walkers leaving bags on the pavement instead of taking them home to place in own black bin. Proposed locations to place the bins are by the telephone box and by the Village Sign. The clerk to enquire about SNDC's policy for putting dog waste in resident's black bins.

Resolved to make a decision at the next meeting as to whether to go ahead with the purchase of the two bins.

HIGHWAYS

- 149 Some of the potholes have been repaired; the verge cutting contract has already been referred to (Minute 133); the 'Flood' notice has yet to be removed.

PLANNING

- 150 No views or comments were noted on the following new applications:
- 151 2015/1031: 52 Hackford Road
Sub-division of garden and erection of 4 bedroom house
- 152 2015/1110 27 Low Street
Re-submission of application for rear and side extensions, loft conversion and front porch.

PLAYING FIELD

- 153 Two inspections have been conducted on 13th and 28th May. No issues to report.
- 154 RG will contact Norse with regard to the quality of the grass cutting in particular around the playing equipment and around the overspill car park. **RG**

WICKLEWOOD VILLAGE HALL

- 155 A few new bookings have been received in addition to a trial booking for a new venture, the Slow Theatre Company. It was confirmed that a number of bookings have had to be declined as the Hall is booked for regular slots.
- 156 Some areas of the floor have become quite slippery, due to heavy footfall and age of the flooring.
- 157 PCMc presented a report on the recent inspection of the carpark and Hall, as follows:
- Signage in both toilets is required, rather than paper signs stuck on the wall
 - Hand dryer in the Ladies requires painting or replacing
 - Kitchen oven gloves require replacing – not white.
 - A new static brush for the wooden floor has been ordered with two spare mop heads
 - Boiler overflow pipe outside is positioned directly over the electricity meter and supply intake and is not to code and should be re-routed to the adjacent grid. This requires to be done at the next annual service.
 - Outside signage is either broken, missing or in poor repair and should be cleaned or replaced
 - Internal Hall lights and stage lights are to be replaced by Kimberley Electrical by the end of the week with long-life low-wattage Halogen bulbs; the dimmer switch will also be removed and replaced with a standard On/Off switch
 - Driveway at the end nearest the car park is damaged by an elderberry tree in a neighbouring garden in an area approximately one metre by two and can be done during the winter when the tree is dormant following discussion with homeowner.
- 158 Agreed PCMc will obtain quotes for the above works and report to the July meeting. **PCMc**

ANY OTHER BUSINESS

- 159 Parish Councillor vacancy: this has been advertised but, to date, no firm expressions of interest have been received. An advert can be placed in the next edition of The Net; deadline is 10th July for August/September edition.

DATE AND TIME OF NEXT MEETING

- 160 Monday 6th July at 7.45 pm. Agenda items to the Clerk by 26th June.

The meeting closed at 8.30 pm