

# WICKLEWOOD PARISH COUNCIL

## Minutes of the Parish Council meeting held in Wicklewood Village Hall on Monday 5<sup>th</sup> June 2017

<b>Present:</b>	<b>Mike Gamble</b>	<b>(MG)</b>	<b>Chairman</b>
	<b>Alan Goodings</b>	<b>(AG)</b>	
	<b>Jack Hipperson</b>	<b>(JH)</b>	<b>Vice Chair</b>
	<b>John Seville</b>	<b>(JS)</b>	
	<b>Sarah Wayne</b>	<b>(SW)</b>	
<b>In attendance:</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

- 102 Chair welcomed all to the meeting. Apologies were received from Michael Edney and Andrew Goodings

#### DECLARATION OF INTERESTS

- 103 None were received.

#### PUBLIC FORUM

- 104 No issues were raised.

#### MINUTES OF THE MEETING HELD ON MONDAY 8<sup>th</sup> MAY 2017

- 105 A Goodings omitted from those attending.

**Resolved:** to approve the Minutes of the meeting held on 8<sup>th</sup> May with the above amendment. Proposed by JH, seconded by AG. All in agreement.

#### MATTERS ARISING

- 106 Parish Councillor vacancy: one resident has expressed an interest in becoming Parish Councillor. Agreed to wait until 14<sup>th</sup> June and see if any further expressions of interest are received and then arrange to meet potential candidate/s.
- 107 Map of blocked drains within Village: this remains outstanding.
- 108 Goalposts on Playing Field: MG, SW and JS to meet on 10<sup>th</sup> June and try to find the holes for the posts with, if possible, a metal detector.

#### CORRESPONDENCE

109	Norfolk Constabulary: national threat level	<a href="http://www.norfolk.police.uk">www.norfolk.police.uk</a>
	Anglian Water: identify and report private pumping stations	<a href="mailto:privatepumpingstations@anglianwater.co.uk">privatepumpingstations@anglianwater.co.uk</a>
	Norfolk Family Mediation	<a href="http://www.norfolkmediation.co.uk">www.norfolkmediation.co.uk</a>

## ACCOUNTS FOR PAYMENT

110	Anne Panella	Clerk's Salary (Month 2)	£258.27
	HMRC	PAYE (Month 2, 2017:18)	0.00
	Spotless Homes Norfolk Ltd	Cleaning of Village Hall (May)	£260.00
	Aishah Shade	Expenses for cleaning materials	£21.57
	Norse	Grass cutting 3 of 8	£142.28
	Tim Carver	Urban cut: 2 of 6	£100.00
	Vic Hubbard	Painting of toilets	£860.00
		<b>TOTAL</b>	<b>£1,642.12</b>

111 In addition, two further invoices were received after despatch:

- i. Janice Plunket: Internal Audit 2016/17 £208.50
- ii. Community Action Norfolk Annual Sub £20.00

**Grand Total £1,870.62**

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

## MONTHLY INCOME AND EXPENDITURE REPORT

	Current	Deposit	Total
112			
	£ 8,655.55	£11,128.62	£19,784.17
	£ 1,300.92	£ 0.00	£ 1,300.92
	_____	_____	
	£ 9,956.47	£11,128.62	£21,085.09
	£ 2,950.05	£ 0.00	£ 2,950.05
	_____	_____	_____
	£ 7,006.42	£11,128.62	£18,135.04
	0.00	0.00	0.00
	£ 7,006.42	£11,128.62	£18,135.04

## ANNUAL GOVERNANCE STATEMENT and ACCOUNTS 2016/17

113 Following the completion of the Internal Audit the Governance and Accounting Statements were presented.

**Resolved:** to approve the 2016/17 Governance and Accounting Statements. Proposed by JH, seconded by JS. All in agreement.

## HIGHWAYS

114 The work on the drains at junction of High Street and Church Lane have been completed but noted that the quality of the work does not appear high.

115 The rural cut should now be carried out as the grass has grown significantly in last two weeks. **AG** will arrange with contractor.

## **PLANNING**

- 116 No new applications have been received. No decision yet on the 2017/0001 Anaerobic Digester application at Morley.

## **PLAYING FIELD**

- 117 Two inspections of the Play Area were conducted on 15<sup>th</sup> and 29<sup>th</sup> May which raised a number of issues. The grass has not been cut sufficiently under some of the play equipment and there are increasing amounts of weeds.

- 118 There is also evidence of cars being driven over the field creating ruts in the soft grass. Both for inclusion in July Agenda. **AP**

## **WICKLEWOOD VILLAGE HALL**

- 119 Updated quotation from contractor for the driveway has been received; however, it does not include the most recent correspondence which is the Highways area (at the beginning of the drive) as being 17sqm x 70mm (not 40mm as the quotation states). Correct quotation to be sought and sent to Highways seeking clarification they will pay for this area as their responsibility.

- 120 Proposed new kitchen: one quote has been received. Enquires with a second contractor have been sought with the same specification for consideration at the July meeting.

- 121 Cleaning Contract: Contractor has requested payments made to herself, not the company, following discussion with her bank. Agreed to amend contract to reflect this request and approval to be at July meeting.

- 122 Additional Recycling banks: Batteries and toner cartridges were suggested; Clerk to seek clarification from SNC on the level of payment and if Hiab access would be required for their emptying/removal. **AP**

## **ANY OTHER BUSINESS**

- 123 No issues were raised.

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

- 124 Monday 3<sup>rd</sup> July 2017. Agenda item to Clerk by 24<sup>th</sup> June. The meeting closed at 9.15 pm