

# WICKLEWOOD PARISH COUNCIL

## Minutes of the Parish Council Meeting held in the Village Hall at Wicklewood Village Hall on Monday 6<sup>th</sup> October 2014 at 7.45 pm

<b>Present:</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>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>Michael Edney</b>	<b>(ME)</b>	<b>District Councillor</b>
	<b>Anne Panella</b>	<b>(AP)</b>	<b>Parish Clerk</b>

**Action**

### **APOLOGIES FOR ABSENCE**

198 Apologies were received from P Campbell-McBride.

### **DECLARATIONS OF INTEREST**

199 None were received.

### **PUBLIC FORUM**

200 Anglian Water have been informed of a burst water main at the end of the High Street but to date have not repaired it. This is in addition to the drain over-flowing in the same area. Clerk to inform Anglian Water.

**AP**

201 Following the changes to the kerbside recycling collections ME confirmed that SNC is the only local authority in Norfolk to decide to keep the recycling centres in places hosted by Parish Councils.

202 Grass by the Village Sign: a resident has raised concerns about the state of the grass caused by cars parking here to collect children from school. This has been an on-going problem and measures to protect the grass have only had limited success. The land belongs to the County Council, although the Parish Council arranges the grass cutting. Suggested to write to the school again to ask if a reminder can be issued to parents/carers not to park in this area.

203 Acoustics Grant Application: ME confirmed that £2,500 will be available through the Members Ward Budget. Clerk has provided all information for completion of the application and payment will usually be made within one week.

**APPROVAL OF THE MINUTES OF THE MEETING HELD ON MONDAY 1<sup>ST</sup> SEPTEMBER 2014**

**Resolved:** that the Minutes for the meeting held on 1<sup>ST</sup> September be accepted as a true record of the proceedings. Proposed by AG, seconded by RG. All in agreement.

**MATTERS ARISING**

204 VAT query: still awaiting a response from HMRC regarding later payment of the latest VAT claim.

**CORRESPONDENCE: Incoming**

- 205
- i. Norfolk County Council: Budget priorities 2015/16
  - ii. Norfolk County Council Highways: Local Highways Improvement Grant funding
  - iii. UK Power Networks: Community Grants
  - iv. Norfolk County Council: Waste Matters Conference
  - v. Norfolk Constabulary Crime Surveys September 2014
  - vi. South Norfolk Council: Local Plan Consultations

**ACCOUNTS FOR PAYMENT**

206 The following were presented for payment:

Anne Panella	Clerk's Salary	£187.85
Anne Panella	Clerk's Expenses	£28.53
Karen Bush	Cleaner and Booking Clerk Salary	£248.46
HMRC	Month 6: 2014	£47.80
Rix Petroleum	500 litres of heating oil	£276.68
Anglian Water	Direct Debit	£125.49
Norse	Grass Cutting (7 of 8 cuts)	£129.70
	<b>Sub Total</b>	<b>£1,004.51</b>

207 In addition the following invoices, received after despatch of papers, were approved for payment:

Tim Carver	Extra urban cut	£100.00
Mrs Huggett	Damage Deposit Return	£50.00
	<b>GRAND TOTAL</b>	<b>£1,154.51</b>

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

**EXTERNAL AUDIT REPORT**

208 Mazars have confirmed that the information contained in the Annual Return complied with proper practices and no matters were identified that would give cause for concern.

## MONTHLY INCOME AND EXPENDITURE REPORT

209

	<b>Current</b>	<b>Deposit</b>	<b>Total</b>
<b>Balance B/Fwd 22 August 2014</b>	£ 4,554/04	£12,113.74	£16,667.78
<b>Total Receipts to 25/09/14</b>	£ 2,694.60	£ 1.63	£ 2,696.23
	£ 7,248.64	£12,115.37	£19,364.01
<b>Total Outgoings to 25/09/14</b>	£ 1,103.30	£0.00	£ 1,103.30
	£ 6,145.34	£12,115.37	£18,260.71
<b>Inter-Account Transfers September 2014</b>	£ 0.00	£ 0.00	£ 0.00
<b>Closing Balance 25 September 2014</b>	£ 6,145.34	£12,115.37	£18,260.71

210 The above does not included the second half of the Precept, £2,500, received in the last few days. The PCC have requested that the Parish Council bank funds raised to date for the refurbishment work to the War Memorial.

### HIGHWAYS

211 Nothing to report.

### PLANNING

212 2014/1806: Boarded Gates Farm, High Oak Road  
Proposed two-storey side extension. No views or comments.

### PLAYING FIELD

213 Two inspections have been conducted; 9 and 24 September and 4 October. No issues to report.

214 Campers continue to use the Playing Fields for overnight camping although they have provided assurance that any litter will be disposed of. On this occasion they travelled to Wicklewood by scooter.

215 Hedge Trimming: RG will request that B Clarke carry out this work to the hedge.

### WICKLEWOOD VILLAGE HALL

216 Acoustics Quotations:  
Further investigation of the panels installed at the Central Hall in Wymondham confirmed that they would work for the vibration/echo at Wicklewood but not resolve any external noise, such as rain, which is the particular issue of the Cinema Club. Option 2, £4,830 uses branded materials compared to Option 3 (£4,180).

217 The work will take one week; bookings in the Hall indicate the work can be carried out between 15<sup>th</sup> – 24<sup>th</sup> December only. The Cinema Club need to be informed as they will want to remove their own equipment.

218 Electrical work, by Kimberley Electrical, will cost £293.75 plus VAT.

**Resolved:** to accept the Option 2 from CP Ceilings at a cost of £4,830 together with the quotation from Kimberley for £293.75 Proposed by MG, seconded by LL. All in agreement.

218 The Tank Master, which indicates the level of oil in the tank, is malfunctioning again. In the first instance to ask PCMc to investigate and report to next meeting

219 Booking Clerk Report: the month has seen few bookings; a toddler birthday party and extra dance classes over half-term. Parties booked for 5<sup>th</sup> October and 8<sup>th</sup> November.

220 Storage Room: Hoppers have raised concerns over the damp issue in the storage room which may have an impact on the children using the toys stored in these conditions. Mr Kerridge was asked, and agreed, to put in place remedial measures that can be monitored over the next few weeks.

#### **ANY OTHER BUSINESS**

221 Cover Cleaner: KB confirmed that the current cleaner at the school is interested in this post and will provide AP with contact details.

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

222 Monday 3<sup>rd</sup> November at 7.45pm. Agenda items to Clerk by Friday 24<sup>th</sup> October. The meeting ended at 8.30 pm.