

# WICKLEWOOD PARISH COUNCIL

## Minutes of the Parish Council Meeting held in the Village Hall at Wicklewood Village Hall on Monday 2<sup>nd</sup> September 2013 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>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>Caretaker</b>
	<b>Anne Panella</b>	<b>(AP)</b>	<b>Parish Clerk</b>
	<b>Margaret Dewsbury</b>	<b>(MD)</b>	<b>County Councillor</b>
	<b>Michael Edney</b>	<b>(ME)</b>	<b>District Councillor</b>

### Action

#### APOLOGIES FOR ABSENCE

- 198 Were received from Simon Moore and Marie Albinagorta, the Police Community Support.

#### DECLARATIONS OF INTEREST

- 199 No Declarations were received.

#### PUBLIC FORUM

- 200 MD noted that minimal business has been conducted at the County Council over the August holiday period. Highways continue to fulfil the annual programme of works although there is currently nothing that will affect Wicklewood.
- 201 In response to a query on overgrown hedges she noted that this is a county-wide concern. Highways can sometimes take action where residents' hedges grow over the public pavements but the process can be quite long and protracted but suggested that the Parish Council identify the areas of concern within the village with a view to seeking advice and/or assistance from Highways.
- 202 ME confirmed that the District Council has not held any formal meetings for five weeks over the holiday period and there is little to report.
- 203 A resident requested that additional copies of papers are provided at future meetings.

- 204 Police Update: an email update was provided for August: two incidents were reported, a ride-on lawnmower and tools were stolen and one domestic incident.

### **APPROVAL OF THE MINUTES OF THE MEETING HELD ON MONDAY 5<sup>th</sup> AUGUST 2013**

**Resolved:** that the Minutes for the meeting held on 5<sup>th</sup> August be accepted as a true record of the proceedings. Proposed by AG, seconded by LL. All in agreement.

### **MATTERS ARISING**

- 205 Chairs Action: was given to allow the Clerk to have the Parish Council laptop serviced urgently at a cost of £48, which is included in the Clerk's expenses for approval.
- 206 Bridge Closure: it was noted that the correspondence contains information of the Chapel Bridge closure on 27/28 September.

### **CORRESPONDENCE**

#### **207 Incoming Correspondence**

Minutes of the Parish Council 2010 regarding the LDF and planning permission for land on High Street: Resident of Wicklewood

B1135 Chapel Bridge: inspection and re-surfacing works (27 – 28 September):  
[Pat.donagh@norfolk.gov.uk](mailto:Pat.donagh@norfolk.gov.uk)

Rural Fair Share Petition: [petition@sparse.gov.uk](http://petition@sparse.gov.uk) and  
<http://www.rsonline.org.uk/parliamentary/rural-fair-share-petition>

Norfolk Constabulary: Weekly Crime Summary 26 July to 15 August  
[Norfolk-Constabulary@policedirect.norfolk.police.uk](mailto:Norfolk-Constabulary@policedirect.norfolk.police.uk)

Highways issues in Wicklewood raised at August meeting:  
[Paul.sellick@norfolk.gov.uk](mailto:Paul.sellick@norfolk.gov.uk)

Better Broadband: [www.betterbroadbandnorfolk.co.uk](http://www.betterbroadbandnorfolk.co.uk)

Recycling: changes to kerbside collection: [www.Norfolkalc.gov.uk](http://www.Norfolkalc.gov.uk)

Norfolk Extra Magazine: [norfolkcc@govdelivery.com](mailto:norfolkcc@govdelivery.com)

Rsonline (Rural Services Network): each item contains a separate website address

Planning Portal (Government gateway to national planning information):  
[www.planningportal.gov.uk](http://www.planningportal.gov.uk)

Letter from Norfolk County Council regarding budget consultations: commence on 19<sup>th</sup> September for 12 weeks

### ACCOUNTS FOR PAYMENT

208 The following were presented for payment:

Anne Panella	Clerk's Salary	£197.95
Anne Panella	Clerk's Expenses	£58.20
Karen Bush	Cleaner and Booking Clerk Salary	£257.26
Alice McGivernon	Cover Cleaner Salary	£31.16
HMRC	PAYE (August 2013)	£53.80
	<b>TOTAL</b>	<b>£598.37</b>

209 In addition the following invoices were presented at the meeting for payment:

Tim Carver	Agency Grass Cutting	£45.00
Karen Bush	Booking Clerk Expenses	£14.49
Les Whitehead	Costs for repair to Ladies toilets	£11.38
Dale Watson	Grass cutting to the Playing Fields	£142.81
	<b>TOTAL</b>	<b>£213.68</b>
	<b>GRAND TOTAL</b>	<b>£812.05</b>

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

### MONTHLY INCOME AND EXPENDITURE REPORT

210

	Current	Deposit	Total
<b>Balance B/Fwd 23 August 2013</b>	<b>£ 9,803.31</b>	<b>£7,109.49</b>	<b>£16,912.80</b>
<b>Total Receipts to 23/8/13</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£ 0.00</b>
	<b>£ 9,803.31</b>	<b>£7,109.49</b>	<b>£16,912.80</b>
<b>Total Outgoings to 23/8/13</b>	<b>£ 1,264.91</b>	<b>£ 0.00</b>	<b>£ 1,264.91</b>
	<b>£ 8,538.40</b>	<b>£7,109.49</b>	<b>£15,647.89</b>
<b>Inter-Account Transfers August 2013</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>
<b>Closing Balance 23 August 2013</b>	<b>£ 8,538.40</b>	<b>£7,109.49</b>	<b>£15,647.89</b>

### ASSET REGISTER

211 MG has compiled a Register of the Freehold Property owned by Wicklewood Parish Council at 15<sup>th</sup> August 2013 which comprises the Village Hall, Playing Fields,

Allotments and Agricultural Land.

## **HIGHWAYS**

- 212 Grit Bin: AGo obtained a quote of £150 plus VAT, whilst Reece Safety Products quote, for a 200 litre bin, is £136.20 including VAT and carriage. Clerk to check if the Reece quote includes post and carriage. To be put on Agenda for October meeting. **AP**

## **PLANNING**

- 213 Planning Application No: 2013/1410: Barn off Bucks Lane Proposed change of use and conversion to residential including new cart shed style car-port and new access. No view or comments were made on this application.
- 214 Planning Application No: 2013/0226: Land west of Sheldrake Farm  
Decision from Planning at South Norfolk Council was Refusal

## **PLAYING FIELD**

- 215 Two inspections were carried out by RG on the 12<sup>th</sup> and 28<sup>th</sup> August. No issues to report.
- 216 The Booking Clerk has received a number of complaints regarding the playing field maintenance which has raised concerns with some residents. RG will liaise with the contractor to ensure the driveway to the Village Hall is strimmed, as requested from the August meeting, and the maintenance to the playing field is carried out to an acceptable standard. **RG**
- 217 A request from Tim Carver to submit a quote for the removal of the low hanging branches on trees around the perimeter of the playing fields has been received. This expenditure was approved in September 2012 to be carried out by Ben Clarke but the work has yet to be carried out. RG to check with the contractor if he wishes to fulfil this work; if not a further quote must be requested. **RG**

## **WICKLEWOOD VILLAGE HALL**

- 218 Booking Report A number of new bookings have been received together with a provisional booking for 6<sup>th</sup> October. For 2014 three bookings have already been received: a Dance workshop for 23<sup>rd</sup> February, European Elections on 22<sup>nd</sup> May and a party for 19<sup>th</sup> July. All regulars should be starting back next week after the summer period.
- 219 Triplicate Invoice Books: a quote from Anglia Litho for 50 sets at a cost of £80 plus VAT was considered and approved. KB to place the order **KB**
- 220 Village Hall: the plumber, Sadler Services, provided a quote for work to repair the men's toilets at £74.00 plus VAT.

**Resolved:** to approve the quotation for the above works. Proposed by LL, seconded by JH. All in agreement. KB to inform the plumber and arrange access to carry out the work. **KB**

221 Radiators: Sadler Services have quoted £1,270 plus VAT to service the central heating system in the Village Hall. Clerk to obtain additional quotes for comparison. To be placed on the Agenda for October. **AP**

222 The field dustbin has been emptied twice this month and the glass recycling bin, which was overflowing, has now been collected.

223 The oil tank reading is at Level 2 and, as the cost of oil/fuel continues to rise, it was agreed that quotes, for 500 and 1,000 litres, should be sought before the winter weather commences for consideration at the next meeting. **AP**

### **ANY OTHER BUSINESS**

224 Laptop: The current laptop is over two years old and may require replacing shortly. Costs for a new laptop to be obtained for consideration at the November Precept meeting. **AP**

225 A letter from a resident has been received complimenting on the improvement to the verges within the village. Thanks were expressed to Tim Carver for his work in ensuring the village continues to look neat and tidy.

226 Hedges: B Clarke carries out this annual rolling contract and it was noted that the hedges require cutting. AG to contact Mr Clarke and request the work be placed on the programme of works. **AG**

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

227 Monday 7<sup>th</sup> October 2013 at 7.45 pm. Agenda items to Clerk by Friday 27<sup>th</sup> September 2013.

The meeting ended at 8.15 pm.