

WICKLEWOOD PARISH COUNCIL

Minutes of the Parish Council Meeting held in the Village Hall at Wicklewood Village Hall on Monday 1st September 2014 at 7.45 pm

Present:	Peter Campbell-McBride Mike Gamble Alan Goodings Richard Goodings Jack Hipperson Lorraine Long	(PCM) (MG) (AG) (RG) (JH) (LL)	Vice Chair Chairman
In attendance	Karen Bush Margaret Dewsbury Michael Edney Anne Panella	(KB) (MD) (ME) (AP)	Booking Clerk and Caretaker County Councillor District Councillor Parish Clerk
Action			
APOLOGIES FOR ABSENCE			
170	Apologies were received from Andrew Goodings.		
DECLARATIONS OF INTEREST			
171	None were received.		
PUBLIC FORUM			
172	KB enquired if anyone had access to 70 chairs that could be loaned to a resident for an event. PCMc/RG will liaise to arrange.		
173	War Memorial: ME confirmed that £250 can be awarded from the Members Ward Budget; AP to liaise and complete the necessary forms. However, SNC have confirmed that further funds are unavailable due to the location of the memorial, ie: it is within the grounds of the church and therefore does not meet the criteria of the funding programme.		
174	The recycling programme is to be amended in that glass can now be included in the green bins; South Norfolk Council were the only local authority in Norfolk to object but as the majority were in favour this will be implemented from 1 st October 2014. It was confirmed that the recycling centre hosted by the Parish Council will remain and the annual Adopter Fee of £250 will continue to be paid.		
175	MD confirmed that work continues at the County Council to identify up to £179 million in savings and efficiencies over the next three years.		

APPROVAL OF THE MINUTES OF THE MEETING HELD ON MONDAY 4th AUGUST 2014

Resolved: that the Minutes for the meeting held on 4th August be accepted as a true record of the proceedings, with the above amendment. Proposed by RG, seconded by PCMc. All in agreement.

MATTERS ARISING

- 176 War Memorial: the application to the War Memorials Trust is now complete and has been submitted. A query on whether VAT can be reclaimed by the Parish Council is awaiting a response from HMRC.

CORRESPONDENCE: Incoming

- 177 i. Office of the Police and Crime Commissioner
ii. Norfolk Constabulary Crime Surveys August 2014
iii. Public Executive: Local Government Pensions

CORRESPONDENCE: Outgoing

- i. War Memorials Trust Grant Application

ACCOUNTS FOR PAYMENT

178 The following were presented for payment:

Anne Panella	Clerk's Salary	£187.85
Anne Panella	Clerk's Expenses	£12.88
Karen Bush	Cleaner and Booking Clerk Salary	£248.66
Alice McGiveron	Cover Caretaker Salary	£48.47
HMRC	Month 5: August 2014	£47.80
Trevor Allchin	Assist with acoustic testing in Village Hall	£72.92
	Sub Total	£618.38

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

Kimberley Electrical	Replacement of lamps at Village Hall	£65.22
Norse	Grass Cutting: Playing Fields	£129.70
Mazars	Annual Audit	£270.00
	GRAND TOTAL	£1,083.30

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

MONTHLY INCOME AND EXPENDITURE REPORT

179		Current	Deposit	Total
	Balance B/Fwd 27 July 2014	£ 6,486.97	£12,113.74	£18,600.71
	Total Receipts to 22/08/14	£ 0.00	£0.00	£ 0.00
		£ 6,486.97	£12,113.74	£18,600.71

Total Outgoings to 22/08/14	£ 1,932.93	£0.00	£ 1,932.93
	£ 4,554.04	£12,113.74	£16,677.78
Inter-Account Transfers August 2014	£ 0.00	£ 0.00	£ 0.00
Closing Balance 22 August 2014	£ 4,554.04	£12,113.74	£16,667.78

- 180 A VAT reclaim, submitted on 8th July, for £881.23 remains outstanding. The Clerk contacted HMRC and was informed they are experienced a large backlog and the Parish Council's claim has yet to be processed. It was noted that the Parish Council could claim a Repayment Supplement if the claim is not settled within 30 days

HIGHWAYS

- 181 AG is awaiting a response from Highways at County Council to visit Wicklewood and advise on action regarding overgrowing hedges and the overflowing drain at the end of Church Lane, which was raised by MD with Highways several months ago.

PLANNING

- 182 2014/0957: Land west of Sheldrake Farm
Revised application for a proposed new dwelling and cartlodge to incorporate security facility to adjoining industrial estate. No views or comments.

PLAYING FIELD

- 183 Two inspections have been conducted; 8 and 21 August. No issues to report.
- 184 Following discussions with Norse on the quality of the grass cutting the last cut, on 18th August, was noted as much improved.
- 185 Campers continue to use the Playing Fields for overnight camping but have left the area tidy. PCMc suggested that camping should be prevented on the Playing Fields but this would be difficult to monitor.
- 186 Urban Grass Cutting: Tim Carver has, to date, carried out five of the six contract cuts. Due to the weather in recent weeks a further cut will be required in October.

Resolved: to carry out one additional urban cut to the current contract, at the same price. Proposed by MG, seconded by LL. All in agreement.

WICKLEWOOD VILLAGE HALL

- 187 Acoustics Quotations: the on-going cost of addressing the noise issues within the Village Hall were raised but agreed that, whilst it is unfortunate, a solution needs to be implemented for the benefit of the users of the Hall. Following advice from ME a grant application will be made to the Community Action Fund at SNC.

188 Three options are provided: two based on the recommendations from the survey but each using different materials, and one provided based on work the contractor has carried out in other similar buildings.

Option 1: £9,350

Option 2: £4,830

Option 3: £4,180

189 The small panels proposed in Option 3 can be changed for a larger size, if required, at reasonable cost.

190 Further expense is likely to be incurred to removing and replacing the electrics to allow access for the insulating materials. This will require either the removal of all electrics to put in place Option 1 as above (up to four days work) or, if baffles are hung from the ceiling, this would require only the lights and cinema screen to be dropped slightly (approx. one day work)

191 The Central Hall in Wymondham has baffles suspended from the ceiling – a solution not proposed in any of the options – but one which would likely negate the need for large scale electrical work. Agreed to obtain clarification from CP Ceilings and to consider further at next meeting.

192 Booking Report: few bookings due to the holiday period. Two birthday parties are booking for later in the year and all regular bookings commence again next week.

193 Village Hall Report: the bin has required emptying two/three times a week due to the holiday and regular campers on the Playing Fields. Electrician has fixed the lights over the stage and down the centre of the hall. The fan requires to be re-wired and this work can be done when the acoustics work is carried out in the next few weeks.

194 The Tank Master, which indicates the level of oil in the tank, has been fixed. Agreed to purchase 500 litres of oil, which will be cheaper at this time of year.

195 A tree root, close to the driveway to the Hall is pushing up through the tarmac; currently it is not a hazard but will be monitored.

ANY OTHER BUSINESS

196 An advert will be placed in the October/November edition of The Net seeking a cover Caretaker/Cleaner for the Village Hall and an article providing an update on the War Memorial fund raising.

DATE AND TIME OF NEXT MEETING

197 Monday 6th October at 7.45pm. Agenda items to Clerk by Friday 26th September. The meeting ended at 8.30 pm.