

January 2016

You are summoned to the Parish Council of Wicklewood Parish Council which will be held at Wicklewood Village Hall on **Monday 4th January 2016 at 7.45pm.**

Anne Panella

Parish Clerk

28th December 2015

A G E N D A

1. APOLOGIES FOR ABSENCE
2. DECLARATION OF INTERESTS
3. PUBLIC FORUM
4. APPROVAL OF THE MINUTES OF THE MEETING HELD ON MONDAY 7th DECEMBER 2015
5. MATTERS ARISING NOT SHOWN ELSEWHERE ON THIS AGENDA
 - War Memorial (Minute 307)
 - Rent of Playing Fields (Minute 308)
6. CORRESPONDENCE: Please note all correspondence is available to view from 7.20pm

INCOMING CORRESPONDENCE

6.1	Norfolk Constabulary: Crime Survey	www.norfolk.police.uk
6.2	Office of the Police Commissioner: consultation on 2016/17 Precept	www.norfolk.pcc.gov.uk
6.3	NALC: referendum principles (not applicable to Parish Councils)	https://www.gov.uk/government/collectio ns/provisional-local-government-finance-settlement
6.4	Future of External Audit for Smaller Authorities	www.cipfa.org/policy-and-guidance/publicarions/guide-to-auditor-panels-pdf

7. ACCOUNTS FOR PAYMENT

7.1	Anne Panella	Clerk's Salary	£252.92
7.2	Karen Bush	Caretaker & Booking Clerk Salary	£265.67
7.3	HMRC	PAYE (Month 9: 2015/16)	£5.40
7.4	Rix Petroleum	Heating Oil	£182.70
7.5	Data Protection	Annual Subscription	£35.00
7.6	TRS	Boiler Service	£120.00
TOTAL			£861.69

Consider replacement of Parish Council laptop: quotations as follows:

Laptops

Asus ZenBook 8GM ram	499.95	13.3" screen
Lenovo G70 8GM RAM	£449.95	17.3" screen
Asus X555LA 8GM	£499.95	15.6" screen
Add to above £120 for Office		

8. MONTHLY INCOME & EXPENDITURE REPORT

	Current	Deposit	War Memorial	Total
Balance B/Fwd 22 November 2015	£ 2,966.98	£12,121.41	Monies for the war memorial are included in the figures presented but are ring fenced	£15,088.39
Total Receipts to 27/12/15	£ 237.19	£ 1.51		£ 238.70
	£ 3,204.17	£12,122.92		£15,327.09
Total Outgoings to 27/12/15	£ 725.72	£0.00		£ 725.72
			£250 SNC	
	£ 2,478.45	£12,122.92	£250 NCF	£ 14,601.37
Inter-Account Transfers December 2015	£0.00	£0.00	£410 PCC	
			£500 PC	£0.00
			£1,490 WMT	
			£100 resident	
			£773.10 Event	
			£27.00 Other	
Closing Balance 27 January 2016	£ 2,478.45	£12,122.92	Balance: £838.10	£14,601.37

9. ANNUAL ACCOUNTS

9.1 Confirm and sign Precept Forms for £4,500

9.2 Agree, or otherwise, opt-in to Smaller Authorities Appointments Ltd for external auditor

10. HIGHWAYS

10.1 Receive Monthly report: Alan Goodings

10.2 Highways Issues: update

11. PLANNING2015/2794: 2 Milestone Lane: two storey extension to side and single storey to rear2015/2860: Plot 2 High Oak Works: Variation of Condition 2 Minor layout and elevation2015/2803: Workshop, Crownthorpe Road: covert garage to commercial offices**12. PLAYING FIELD**

12.1 Receive monthly playing field report: R Goodings

13. WICKLEWOOD VILLAGE HALL

13.1 Receive monthly report from Vice Chair: roof of storage room and new flooring

13.2 Receive monthly report from Village Hall Caretaker and Booking Clerk

13.3 Licensed Bar: update

13.4 Heating system in Village Hall

13.5 Repairs to Village Hall Driveway

14. ANY OTHER BUSINESS**15. DATE AND TIME OF NEXT MEETING:**Monday 1st February 2016 at 7.45pm. Agenda Items to Clerk by 22nd January