

WICKLEWOOD PARISH COUNCIL

Minutes of the Parish Council meeting held in Wicklewood Village Hall on Monday 8th January 2018

Present:

Mike Gamble	(MG)	Chairman
Alan Goodings	(AG)	
Jack Hipperson	(JH)	
Richard Maguire	(RM)	
John Seville	(JS)	Vice Chair
Sarah Wayne	(SW)	

In attendance: **Anne Panella** **(AP)** **Parish Clerk**

WELCOME AND APOLOGIES FOR ABSENCE

270 Chair welcomed all to the meeting. Apologies were received from Margaret Dewsbury, Michael Edney and Andrew Goodings.

DECLARATION OF INTERESTS

271 None were received.

PUBLIC FORUM

272 No issues were raised.

MINUTES OF THE MEETING HELD ON MONDAY 4th DECEMBER 2017

Resolved: to approve the Minutes of the meeting held on 4TH December. Proposed by RM, seconded by AG. All in agreement.

MATTERS ARISING

273 Nothing to note

CORRESPONDENCE

274	SNC	Greater Norwich Local Plan: Briefing for Parish Councils at SNC offices, Long Stratton on Tuesday 16 th January, 5.30-6.30pm
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ACCOUNTS FOR PAYMENT

275	Anne Panella	Clerk's Salary (Month 9)	£258.27
	Ann Margand	Booking Clerk Salary (Month 9)	£81.15
	HMRC	PAYE (Month 9, 2017:18)	£0.00
	Spotless Homes Norfolk Ltd	Cleaning of Village Hall (November)	£260.00
	Aishad Shadi	Expenses: cleaning materials	£7.94
	Norse	Grass cutting: one extra cut	£100.52

Anne Panella	Expenses: Annual Payroll Fee £82.80 Stationery £6.00	£88.80
Information Commissioner (Direct Debit)	Data Protection Annual Registration	£35.00
Norfolk Playing Fields Association	Annual Subscription	£20.00
TRS Environmental Ltd	Annual Boiler Service	£96.00
	TOTAL	£947.68

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

MONTHLY INCOME AND EXPENDITURE REPORT

276

	Current	Deposit	Total
Balance B/Fwd 26.11.17	£ 7,497.91	£ 5,128.62	£ 12,626.53
Total Receipts to 31.12.17	£ 1,334.05	£ 0.90	£ 1,334.95
	£ 8,831.96	£ 5,129.52	£14,961.48
Total Outgoings to 31.12.17	£ 2,426.39	£ 0.00	£ 2,426.39
	£ 6,405.57	£ 5,129.52	£11,535.09
Inter-Account Transfers December 2017	£0.00	£0.00	£0.00
Closing Balance 31.12.17	£ 6,405.57	£ 5,129.52	£11,535.09

PRECEPT

277 Final Draft presented with a proposed Precept of £5,000.

278 Additional expenditure to include

- SNC: £58.99 for the emptying of bins at the Village Hall (this was an oversight by SNC and should have been in place from 2014)
- NALC: £30 for the annual fee to provide the website

Resolved: to set a Precept of £5,000 for 2018/19. Proposed by MG, seconded by JS. All in agreement.

HIGHWAYS

279 High Hedges: this issue on Church Lane has yet to be resolved. Highways Manager was to address this with the home owner. Update required. **AP**

280 Flooding: has occurred on Low Street and believed to be due to the inadequacy of pipework. Businesses have been requested to clear ditches, within the next 14 days, around their properties to aid drainage.

281 Hedge trimming: property at junction of Low Street/High Street has an overhanging conifer hedge which is beginning to grow over into the highways. Agreed to write to home owner with copy of High Hedges Policy and request to cut back the hedge. **AP**

PLANNING

- 282 2017/2509: Plot 5, High Oak Works: erection of new garage to existing approved dwelling and minor alterations to existing garage layout. This has been Approved.
- 283 2017/2361: Church Farm: tents on lower field for camping and mixed-use barn for other functions. This has been Refused.

VILLAGE HALL and PLAYING FIELD

- 284 Report from Booking Clerk: a number of new bookings for the early weeks of 2018. All regulars paid up to date.
- 285 Plumber to be requested to attend and fix leaking tap in disabled toilet and leaking pipe on outside wall of bar area (carried forward from December). **AP**
- 286 Proposed gateway at end of driveway: local company would bring a demonstration gate to the village hall. It is solar powered but not marketed as a security gate. Regular users would be provided with a key; an additional barrier/gate would be required at the end of the allotments onto the Norwich Road. Cost between £1,500-£2000 plus VAT. Noted that during the winter there is little evening/night-time activity on the Playing Fields.
- 287 After discussion agreed that a more secure Playing Field is required with the addition of Post and Rail from the Hall around to the overflow car park and to include two 12 foot gates to allow grass cutting contractor and emergency vehicles access (contractor will need to be provided with a key). MG/JS will measure the area to be fenced and provide a specification for requesting quotes. **MG/JS**
- 288 Lighting outside the Village Hall: quotes have been sought for providing 4 lights outside the Village Hall (above the entrance) and two lights along the side by the kitchen door. Quotes ranged, for 30W LED from £780 to £522. Agreed to have 20W lights above Village Hall front entrance (£410 plus VAT) and two 10W lights along the side of the building (price tbc). A further amendment is that two existing light switches that will control the PIR activated floodlighting to be replaced with a 'secret key' switch to avoid someone inadvertently switching these lights off.

Resolved: to request amended quotation, as above, for 4 x 20W and 2 x 10W lights with contractor before placing order. Proposed by JS, seconded by SW. All in agreement

- 289 TROD footpath: this was discounted previously as being unsightly and unsuitable and expensive; costs at the time were in the region of £10/12K. There is a new tarmac footpath from the Windmill to close to the Village Hall. Agreed Clerk to enquire of Highways if there is an intention to continue the footpath up to the Cherry Tree (to ensure safety of children walking to school) and to also enquire as to current costs of a tarmac footpath and if this would be eligible under the Parish Partnership Scheme (50/50 costs). **AP**

ANY OTHER BUSINESS

- 290 New Development:
1. Hedge behind new development: the 'grow cones' need removing. Suggested this to be done in March.
 2. Heras Fencing is still in place; contractor to be informed and request this is removed **JS**

- 291 Trees along border of Playing Fields: a survey is required as some of these trees, planted in 1973, appear in poor health with numerous broken branches. Agenda for February. **AP**

DATE AND TIME OF NEXT MEETING

- 292 Monday 5th February. Agenda items to Clerk by 28th January. Apologies from MG.

The meeting closed at 8.20 pm