

# WICKLEWOOD PARISH COUNCIL

## Minutes of the Parish Council Meeting held in the Village Hall at Wicklewood Village Hall on Monday 7<sup>th</sup> July 2014 at 7.45 pm

<b>Present:</b>	<b>Peter Campbell-McBride</b>	<b>(PCMc)</b>	<b>Vice Chair</b>
	<b>Mike Gamble</b>	<b>(MG)</b>	<b>Chairman</b>
	<b>Alan Goodings</b>	<b>(AG)</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>Anne Panella</b>	<b>(AP)</b>	<b>Parish Clerk</b>

**Action**

### **APOLOGIES FOR ABSENCE**

118 Apologies were received from Andrew Goodings.

### **DECLARATIONS OF INTEREST**

119 LL declared an interest in the Planning item 12.2 (ii) Application No: 2014/1142

### **PUBLIC FORUM**

120 No issues were raised.

### **APPROVAL OF THE MINUTES OF THE MEETING HELD ON MONDAY 2<sup>nd</sup> JUNE 2014**

121 Apologies for PCMc were omitted.

**Resolved:** that the Minutes for the meeting held on 2 June be accepted as a true record of the proceedings, with the above amendment. Proposed by AG, seconded by RG. All in agreement.

### **MATTERS ARISING**

122 Acoustics Survey: Chairs Action: following the meeting in June, three parish councillors met with the sound engineer who confirmed that an acoustics survey would be required to identify the best solutions. Due to the time this matter has already taken the Chair authorised Adrian James Acoustics to conduct a survey, cost £495 plus VAT. The survey was carried out on 1<sup>st</sup> July and the parish council await the report.

- 123 The suggestion to install batons on the ceiling of the Village Hall have been discounted as not complying with fire regulations.
- 124 War Memorial: £250 has been awarded by the Norfolk Community Foundation. The War Memorials Trust has also invited the Parish Council to make an application for up to 75% of the total costs. The application will be prepared over the next two/three months as the Trust requires a significant amount of information and data to support the application. PCMc suggested getting some media coverage and will provide details of a recent article in a council publication.

**CORRESPONDENCE: Incoming**

- 125
- i. Office of the Police and Crime Commissioner
  - ii. Norfolk Constabulary Crime Surveys June 2014
  - iii. Norfolk Rural Community Council Newsletter
  - iv. Norfolk County Council: Your Norfolk newsletter
  - v. Environment Agency proposed work 2014/15
  - vi. Delegated Grass Cutting Contract: this is confirmed and payment received of £2391.91 for 2014/15
  - vii. Norfolk Community Foundation: war memorial Grant £250

**ACCOUNTS FOR PAYMENT**

- 126 The following were presented for payment:

Anne Panella	Clerk's Salary	£187.85
Anne Panella	Clerk's Expenses	£60.58
Karen Bush	Cleaner and Booking Clerk Salary	£248.66
Alice McGiveron	Cover Cleaner Salary	£31.16
HMRC	Month 3: June 2014	£47.60
Norse	Grass Cutting Playing Fields	£171.30
Anglian Water	Direct Debit (11.03.14 to 05.06.14)	£52.02
Norfolk RCC	Annual Subscription	£20.00
Norfolk Playing Fields Association	Annual Subscription	£20.00
Tim Carver	Delegated urban grass cutting (4 cuts of 6)	£100.00
	<b>Total</b>	<b>£839.17</b>

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

## MONTHLY INCOME AND EXPENDITURE REPORT

127

	Current	Deposit	Total
<b>Balance B/Fwd 27 May 2014</b>	£ 4,257.76	£12,112.23	£16,369.99
<b>Total Receipts to 26/06/14</b>	£ 475.09	£1.51	£ 476.60
	£ 4,732.85	£12,113.74	£16,846.59
<b>Total Outgoings to 26/06/14</b>	£ 1,025.65	£0.00	£ 1,025.65
	£ 3,707.20	£12,113.74	£15,820.94
<b>Inter-Account Transfers June 2014</b>	£ 0.00	£0.00	£0.00
<b>Closing Balance 26 June 2014</b>	£ 3,707.20	£12,113.74	£15,820.94.

### ANNUAL REVIEW OF CHARGES : Farm Business Tenancies

- 128 The Farm Business Tenancies annual rents are currently £1,620.80 and £105 respectively. The larger Tenancy is currently within a three year contract, terms of which require one years' notice.
- 129 **Resolved:** that the annual rents for both the FBT's will remain as present. A reminder to be issued that tenants are unable to sub-let their tenancies without the written permission of the Parish Council. Proposed by JH, seconded by MG. All in agreement.

### ANNUAL REVIEW OF CHARGES: Village Hall

- 130 The hire charges have not be increased for approximately four years and it was noted that Wicklewood charges are now lower than some local comparable village halls. Agreed that a small increase of 2.5% be levied on all the charges, with the exception of the Kitchen Supplement which will remain at £10.00. The new charges to be as follows:

- Daytime Hire: up to 6.00pm (£4.75 p/hr)
- Evening Hire: after 6.00pm plus Weekends (£7.20 p/hr)
- Kitchen Supplement: £10.00
- Evening Function: inc Bar (£95.00)
- All Day Function inc Bar (190.00)

- 131 Agreed that any bookings already made will be honoured at the previous rate.

**Resolved:** that the Village Hall hire charges be implemented as above, from 1 September 2014. Proposed by RG, seconded by LL. All in agreement.

### HIGHWAYS

- 132 A number of hedges of private properties in Milestone Lane and corner of Church Lane/High Street are over-growing and causing obstruction to motorists. Clerk to inform **AP**

Highways who, it is hoped, will contact the homeowners and request the hedges are cut back.

- 133 It was noted that Highways have cut back on some works they have previously carried out, such as cutting of verges on trunk roads.

### **PLANNING**

- 134 2014/1142: Whitehall Farm, Crownthorpe  
Proposed crop-only biomass renewable energy facility.

2014/1187 Land north of 69 High Street  
New access and car park to existing windmill on land adjacent to High Street

2014/1196 2 Hillside Crescent  
Single storey rear extension

2014/1227 39 Low Street  
Variation of Condition 2 of Planning Permission 2014/0238

No views or comments were recorded for these applications.

### **PLAYING FIELD**

- 135 Two inspections have been conducted; 13 June and 2 July. No issues to report.
- 136 Following concerns about the quality of the grass cutting contract on the Playing Fields RG met with representatives from Norse on 4<sup>th</sup> June to resolve the issues. Norse agreed with the concerns and agreed to re-do the unacceptable work; this was done on approximately 16<sup>th</sup> June.
- 137 Clerk to request a revised contract from Norse as some elements of the work have been carried out by T Carver and therefore a reduction in the Norse contract could be expected. **AP**

### **WICKLEWOOD VILLAGE HALL**

- 138 One new booking has been received for a wedding reception on 9<sup>th</sup> August
- 139 Rubbish has been left by the bottle bank but nothing significant.
- 140 An allotment holder has requested if he can erect a polytunnel on his allotment by the Village Hall. This was agreed, providing it is in place only during the growing season and removed before winter.

### **ANY OTHER BUSINESS**

- 141 Overflowing bin in Playing Field; a resident raised the issue of this bin. However, it was as a result of the litter left by the individual who was illegally camping on the playing fields. This has now been collected. Clerk to inform the resident. **AP**

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

- 142 Monday 4<sup>th</sup> August at 7.45pm. Agenda items to Clerk by Friday 25<sup>th</sup> July. The meeting ended at 8.15 pm.

