

WICKLEWOOD PARISH COUNCIL

Minutes of the Parish Council meeting held in Wicklewood Village Hall on
Monday 9th May 2016

Present: P Campbell McBride (PCM)
Mike Gamble (MG) Chairman
Alan Goodings (AG)
Richard Goodings (RG)
Andrew Goodings (AGo)
John Seville (JS) Vice Chair

In attendance: Karen Bush (KB) Booking Clerk and Caretaker
Anne Panella (AP) Parish Clerk

Action

81 ELECTION OF CHAIR

Proposed by AGo, seconded by RG that MG be Chair for 2016/17. All in agreement

82 APOLOGIES FOR ABSENCE

were received from M Edney and J Hipperson

83 DECLARATION OF INTERESTS

None were received.

84 ELECTION OF OFFICERS

Vice Chairman: AG proposed, RG seconded that John Seville be Vice Chair for 2016/17. All in agreement. JS agreed to take responsibility for the Village Hall and line management of the Booking Clerk.

85 The following appointments were agreed for 2016/17

Responsible Financial Officer: Jack Hipperson

Highways: Alan Goodings

Playing Field and Play Area: Richard Goodings

86 OTHER APPOINTMENTS

Internal Auditor: The current Internal Auditor has yet to confirm if she is able to continue for a further year. To be placed on Agenda for June.

87 PUBLIC FORUM

Pot Holes: a large hole has appeared outside 12 Low Road, 14ft long by 3ft wide. Clerk will inform Highways. However, it was noted that the Parish Council, and County Councillor, have attempted on numerous occasions to inform Highways of the growing number and size of potholes in the village. It transpires that the electronic recording service is not working properly. **AP**

88 Car Parking: Saffron Housing have provided insufficient parking for the 10 houses and visitors are required to park on the road.

89 Doggy Bins: AGo stated that the bin sited by the church is not used and should be removed. Agreed to monitor the use of the bin over the next three/four months. Confirmed that the bin in Low Street is used.

MINUTES OF THE MEETING HELD ON MONDAY 4TH APRIL 2016

Resolved: to approve the Minutes of the meeting held on 7th March. Proposed by JH, seconded by AG. All in agreement.

CORRESPONDENCE

- 90
- Norfolk Constabulary: Crime Statistics
 - Norfolk County Council: Highways enquiry regarding delegated grass cutting
 - Pensions Regulator Compliance confirmation
 - Historic England proposal to List Wicklewood War Memorial
 - RoSPA notification of play area inspection

ACCOUNTS FOR PAYMENT

91

Anne Panella	Clerk's Salary	£252.72
Karen Bush	Caretaker & Booking Clerk Salary	£238.27
Gayle Bales	Cover Caretaker	£41.54
HMRC	PAYE (Month 1: 2016/17)	£30.00
Anne Panella	Clerks Expenses: Laptop £898.95 Postage £31.11	£930.06
Zurich	Annual Insurance	£1,102.31
Zurich	Additional premium for hosting Queens 90 th Celebration	£65.70
Public Works Loan Board	Scheduled repayment (Direct Debit)	£678.36
Anglian Water	Water 9 th Jan – 6 th April 2016 (Direct Debit)	£38.10
South Norfolk Council	Amended Premises Licence	£23.00
	Sub Total	£3,403.06

In addition three late invoices have been received:

92

Mr Mann	Plumber	£96.00
Norse	Grass Cutting (2 of 8)	£191.92
Tim Carver	Verge Cutting (2 of 6 cuts)	£100.00
	GRAND TOTAL	£3,790.98

Resolved: that the accounts, as presented above, be approved for payment. Agreed that the payments to Norse that had been withheld awaiting receipt of an update on the scarifying now be paid. Proposed by JS, seconded by MG. All in agreement.

MONTHLY INCOME AND EXPENDITURE REPORT

93

	Current	Deposit	War Memorial	Total
Balance B/Fwd 22 March 2016	£ 1,520.88	£11,124.43	Monies for the war memorial are included in the figures presented but are ring fenced £250 SNC £250 NCF £410 PCC £500 PC £1,490 WMT £100 resident £773.10 Event £27.00 Other	£12,645.31
Total Receipts to 22/04/16	£ 2,374.68	£ 0.00		£ 2,374.68
	£ 3,895.56	£11,124.43		£15,019.99
Total Outgoings to 22/04/16	£ 947.88	£0.00		£ 947.88
	£ 2,947.68	£11,124.43		£14,072.11
Inter-Account Transfers April 2016	0.00	0.00		0.00
Closing Balance 22 April 2016	£ 2,947.68	£11,124.43	Balance: £838.10	£14,072.11

QUEENS 90TH BIRTHDAY CELEBRATIONS

94 A risk assessment has been compiled; a separate discussion after this meeting will finalise the arrangements.

HIGHWAYS

95 The Give Way sign at Bungalow Corner and the 30mph sign by the school have still not been repaired.

96 MG notified Highways of several large potholes to be informed that Highways have been unable to identify them. It transpires that the electronic recording service at County Hall is not working properly.

97 Agency Grass Cutting: a text and telephone message to the Clerk confirmed that these funds will be paid to Parish Councils this year. However, to date no written confirmation has been received. AG to contact contractor to arrange the rural cutting. **AG**

PLANNING

- 98
- 2016/0739: Milestone House, Milestone Lane. Single storey side extension
 - 2016/0788: Land off Hospital Lane. Change of use from arable to equestrian use
 - 2016/0791: 10 Low Street. External insulation and associated repairs

No views or comments on any of the above applications

99 On-line Planning Committee: as many application require comments before a Parish Council meeting it was agreed that future Applications be sent to those councillors with access to the internet and send comments to the Clerk who can notify SNC via the Planning pages.

100

WAR MEMORIAL

- 101 Bretts have confirmed that the stone has now been sourced and the work to place the plaque with names will be completed shortly.
- 102 A service of Dedication will be organised with the PCC.

PLAYING FIELD

- 103 Two inspections have been conducted, on 17th and 30th April. No issues to report.

RG contacted Norse further to the query regarding the scarifying and confirmed that the area manager has not been replaced although Norse confirmed that the scarifying did not take place in Spring 2015 but it was 'spiked' twice in the Autumn.

WICKLEWOOD VILLAGE HALL

- 104 Four new bookings have been received for June, August, Sept and December. All regulars are paid up to date. Agreed 500 litres of oil to be ordered. Also, to review the Hirers Contract and include that the floor should not be washed and Sticky String is not permitted. **AP**
- 105 PAT Testing: the contractor has not done the testing. As this is now overdue a new contractor will be asked to do the work as a matter of urgency. **AP**
- 106 Licensed Bar: the variation of the Premises License is required to be signed by the Buck Inn and submitted to SNC in time for the queens 90th Celebration on 28th May. **AP**
- 107 Storage Room: the ceiling has now been removed. Agreed to obtain a quote for putting up plasterboards and to have the light fitting repaired.
- 108 Solar Panels: a letter to Abel Energy requesting confirmation of the Installers Protocol; obligation/s to providing data/information to microenergy; how was the installation signed off; where was the final installation pack posted to and how was it delivered **MG**

ANY OTHER BUSINESS

- 109 Cover to electricity meter: the meter is due to be replaced on 1st May and a new cover is required (this is the responsibility of the customer, not supplier). Need to ensure that access remains to the Customer Disconnect switch.

DATE AND TIME OF NEXT MEETING

- 110 Monday 6th June 2016, commencing at 7.45 pm. Agenda items to the Clerk by 27th May.

The meeting closed at 8.50 pm