

August 2016

You are summoned to a meeting of Wicklewood Parish Council which will be held at Wicklewood Village Hall on Monday 1st August 2016 at 7.45pm.

Anne Panella

Parish Clerk
28th July 2016

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 4TH JULY 2016

5 MATTERS ARISING (these Matters are included within the Agenda)

5.1 Storage Room

5.2 Floor in Village Hall

5.3 Cover to electricity meter

6 CORRESPONDENCE: Please note all correspondence is available to view from 7.20pm

| | | |
|-----|---|--|
| 6.1 | Norfolk Constabulary: Crime Statistics | www.norfolk.police.uk |
| 6.2 | Historic England | Listing of Wicklewood War Memorial |
| 6.3 | National phone number to report power cut (105) | www.ukpowernetworks.co.uk |
| 6.4 | Letter of resignation: Cover Cleaner for Village Hall | |

7 ACCOUNTS FOR PAYMENT

| | | | |
|--------------|-----------------------|---|-----------------|
| 7.1 | Anne Panella | Clerk's Salary (July and Aug) | £511.44 |
| 7.2 | Anne Panella | Clerks Expenses | £79.52 |
| 7.3 | Karen Bush | Caretaker & Booking Clerk Salary (July and Aug) | £476.14 |
| 7.4 | Gayle Bales | Cover Caretaker Salary (July) | £41.54 |
| 7.5 | HMRC | PAYE (Months 4 and 5, 2016/17) | £60.40 |
| 7.6 | Norse Eastern | Grass Cutting (5 of 8) | £191.92 |
| 7.7 | Tim Carver | Verge Cutting (4 of 6) | £100.00 |
| 7.8 | Playsafety Ltd | Annual Play Equipment Inspection | £92.40 |
| 7.9 | South Norfolk Council | Annual Premises License: Direct Debit | £70.00 |
| 7.10 | Bates Flooring | Cleaning Materials for floor | £68.40 |
| 7.11 | Npower | Electricity, Village Hall: Direct Debit | £75.73 |
| 7.12 | Anglian Water | Water for Village Hall: Direct Debit (credit owing of £56.37 from end 2015) | £2.26 |
| 7.13 | East Fire | Annual fire equipment inspections | £159.60 |
| TOTAL | | | £1929.35 |

8 FARM BUSINESS TENANCY

To receive for consideration the offers to re-let the land on Wymondham Road, Wicklewood

9 MONTHLY INCOME & EXPENDITURE REPORT

| | Current | Deposit | Total |
|--|----------------|----------------|--------------|
| Balance B/Fwd 25 June 2016 | £ 4,496.13 | £11,125.84 | £15,621.97 |
| | | | |
| Total Receipts to 28/07/16 | £ 1,892.95 | £ 0.00 | £ 1,892.95 |
| | £ 6,389.08 | £11,125.84 | £17,514.92 |
| Total Outgoings to 28/07/16 | £ 1,073.98 | £0.00 | £ 1,073.98 |
| | | | |
| | £ 5,315.10 | £11,125.84 | £16,440.94 |
| Inter-Account Transfers July 2016 | 0.00 | 0.00 | |
| | | | |
| Closing Balance 28 July 2016 | £ 5,315.10 | £11,125.84 | £16,440.94 |

10 HIGHWAYS

Receive Monthly report from Alan Goodings

11 PLANNING

To receive and consider any Planning Applications received:

12 PLAYING FIELDS

12.1 Receive monthly Playing Field and Play Area report

12.2 Receive Annual Play Equipment inspection report

12.3 Agree specification for Playing Field grass cutting schedule

13 WICKLEWOOD VILLAGE HALL

13.1 Receive monthly report from Vice Chair

13.2 To consider filling the vacancy for Cover Cleaner at the Village Hall

13.2 Receive monthly report from Village Hall Caretaker and Booking Clerk

13.3 To receive quotations for repairs to Storage Room

14 ANY OTHER BUSINESS**15 DATE AND TIME OF NEXT MEETING**

To note there will be no meeting in September. The next meeting will be held on Monday 3rd October 2016 at 7.45pm. Agenda items to Clerk by 23rd September.