

May 2016

You are summoned to a meeting of Wicklewood Parish Council which will be held at Wicklewood Village Hall on **Monday 9th May 2016 at 7.45pm.**

Anne Panella

Parish Clerk
27th April 2016

A G E N D A

- 1 ELECTION OF CHAIRMAN**
- 2 APOLOGIES FOR ABSENCE**
- 3 DECLARATION OF INTERESTS**
- 4 ELECTION OF OFFICERS**
 - 4.1 Vice Chairman
 - 4.2 Responsible Financial Officer
 - 4.3 Highways Officer
 - 4.5 Playing Field Officer & Play Area Inspector
- 5 OTHER APPOINTMENTS**
 - 5.1 Internal Auditor
- 6 PUBLIC FORUM**
- 7 APPROVAL OF THE MINUTES OF THE MEETING HELD ON MONDAY 4TH APRIL 2016**
- 8 CORRESPONDENCE: Please note all correspondence is available to view from 7.20pm**

8.1	Norfolk Constabulary: Crime Statistics	www.norfolk.police.uk
8.2	Norfolk County Council: Highways enquiry regarding delegated grass cutting	www.norfolk.gov.uk/information
8.3	Pensions Regulator Compliance confirmation	www.thepensionsregulator.gov.uk
8.4	Historic England: proposal to list Wicklewood War Memorial	www.historicengland.org.uk
8.5	RoSPA: notification of play area inspection	www.rosaplaysafety.co.uk

9 ACCOUNTS FOR PAYMENT

9.1	Anne Panella	Clerk's Salary	£255.72
9.2	Karen Bush	Caretaker & Booking Clerk Salary	£238.27
9.3	Gayle Bales	Cover Caretaker Salary	£41.54
9.4	HMRC	PAYE (Month 1: 2016/17)	£30.00
9.5	Anne Panella	Clerks Expenses: Laptop £898.95 Postage £31.11	£930.06
9.6	Zurich	Additional Insurance for Queens Birthday celebration	£65.70
9.7	Zurich	Annual Insurance	£1,102.31
9.8	Public Works Loan Board	Scheduled Repayment (Direct Debit)	£678.36
9.9	Anglian Water	Water 9 th Jan – 6 th April (Direct Debit)	£38.10
9.10	South Norfolk Council	Amended Premises License	£23.00
TOTAL			£3,403.06

10 MONTHLY INCOME & EXPENDITURE REPORT

	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	£12,645.31
Total Receipts to 22/04/16	£ 2,374.68	£ 0.00		£ 2,374.68
Total Outgoings to 22/04/16	£ 3,895.56	£11,124.43		£15,019.99
	£ 947.88	£0.00		£ 947.88
			£250 SNC	
	£ 2,947.68	£11,124.43	£250 NCF	£ 14,072.11
Inter-Account Transfers April 2016	0.00	0.00	£410 PCC	
			£500 PC	
			£1,490 WMT	
			£100 resident	
			£773.10 Event	
			£27.00 Other	
Closing Balance 22 April 2016	£ 2,947.68	£11,124.43	Balance: £838.10	£14,072.11

11 QUEENS 90TH BIRTHDAY CELEBRATIONS

11.1 Risk Assessment

11.2 Update on Progress/Planning of event

12 HIGHWAYS

Receive Monthly report form Alan Goodings

13 PLANNING

13.1 receive and comment on the following Planning Applications:

- 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

13.2 Consider creation of on-line Planning Committee to provide comments on future Applications as required

14 WAR MEMORIAL

To make comment on proposal by Historic England to list Wicklewood war memorial

15 PLAYING FIELDS

Receive monthly playing field report: R Goodings including update on Norse contract

16 WICKLEWOOD VILLAGE HALL

16.1 Receive monthly report from Vice Chair

16.2 Receive monthly report from Village Hall Caretaker and Booking Clerk

16.3 Update on enquiries on care of floor

17 ANY OTHER BUSINESS**18 DATE AND TIME OF NEXT MEETING**Monday 6th June 2016 at 7.45pm. Agenda items to Clerk by 27th May