

# WICKLEWOOD PARISH COUNCIL

## Minutes of the Parish Council meeting held in Wicklewood Village Hall on Monday 4<sup>th</sup> June 2018

**Present:**

<b>Mike Gamble</b>	<b>(MG)</b>	<b>Chairm</b>
<b>John Seville</b>	<b>(JS)</b>	<b>Vice Chair</b>
<b>Alan Goodings</b>	<b>(AG)</b>	
<b>Jack Hipperson</b>	<b>(JH)</b>	
<b>Sarah Wayne</b>	<b>(SW)</b>	

**In attendance:**

<b>Margaret Dewsbury</b>	<b>(MD)</b>	<b>County Councillor</b>
<b>Michael Edney</b>	<b>(ME)</b>	<b>District Councillor</b>
<b>Helen Frayer</b>	<b>(HF)</b>	<b>Parish Clerk</b>

### **WELCOME AND APOLOGIES FOR ABSENCE**

389 Chair welcomed all to the meeting. Apologies were received from Andrew Goodings and Richard Maguire

### **DECLARATION OF INTERESTS**

390 None were received.

### **PUBLIC FORUM**

391 MD updated re the zigzag lines outside the school. Road lining is not done in the winter but it is on the schedule to be done, no date given.

392 MD: The situation regarding the hedges in Church Lane is in hand with Highways, no date given

393 MD: the Leader of Norfolk County Council has recently resigned due to ill health. A new Leader Andrew Proctor was elected on Friday and Graham Plant is the new Deputy

394 ME: The Rural Broadband project is going well although most of Wicklewood is already on fibre. 28 new masts are being erected and by the end of summer those receiving less than 2 mg will be able to receive at least this amount. Those affected will receive information direct

395 Pamela King spoke about the plans for the new communal allotment plot and distributed plans to the council. It is intended to be a shared place where local residents can sit and chat and have small plots to grow plants they don't have space for at home. The plot is already paid for by the previous tenant up to the end of this period and future billing will be made to Ms Vigar who has agreed to be the named tenant. Ms King agreed that she and Ms Vigar will be the point of contact for enquiries. ME suggested they put a bid in for a Go For It grant from SNC which supports local projects that encourage residents to come together to increase wellbeing

## MINUTES OF THE MEETING HELD ON MONDAY 14<sup>th</sup> May 2018

396 **Resolved:** to approve the Minutes of the meeting held on 14<sup>th</sup> May. Proposed by JS, seconded by JH. All in agreement.

### MATTERS ARISING

397 All matters arising are addressed elsewhere in the Agenda

### 398 CORRESPONDENCE

Allotment holder	Query re communal allotment
Seafarers UK	Request to fly the Red Ensign to support Merchant Navy Day
Resident	Query re allotment access maintenance
Allotment holder	Concerns re weedkiller spraying on adjoining plot
Allotment holder	Concerns re weedkiller and use of neonicotinoids and use of communal allotment

399 With regard the query re communal allotment will respond and request he liaise with the communal allotment holders **HF**

400 With regard the latter two, will contact the relevant allotment holder and explain that this is not allowed under the tenancy agreement and will remind all allotment holders that use of chemicals is not allowed **HF**

### ACCOUNTS FOR PAYMENT

401	Salaries	Clerk x 2, Booking Clerk, Cleaner	728.11
	Expenses	Clerk expenses and cleaning materials	56.64
	HMRC	PAYE (Month 2 2018/19)	90.40
	Farmbits	Fencing materials	1,284.75
	NALC	Training course for new clerk	132.00
	Norse	Grass cutting at playing field	437.54
	Rix Petroleum	Heating oil for hall	277.20
		<b>TOTAL</b>	<b>£3,006.64</b>

One further invoice received since despatch, as follows:

J Plunkett: Internal audit

227.50

**GRAND TOTAL**

**£3,234.14**

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

**MONTHLY INCOME AND EXPENDITURE REPORT**

402

	<b>Current</b>	<b>Deposit</b>	<b>Total</b>
Balance b/f	12,012.60	5,132.08	17,144.68
Total Receipts to 28.05.18	2,614.97	0.00	2,614.97
	<b>14,627.57</b>	<b>5,132.08</b>	<b>19,759.65</b>
Total Outgoings to 28.05.18	3,239.47	0.00	3,685.00
	<b>11,388.10</b>	<b>5,132.08</b>	<b>16,074.65</b>
Inter-Account Transfers May 2018	0.00	0.00	0.00
<b>Closing Balance 26.05.18</b>	<b>£11,388.10</b>	<b>£5,132.08</b>	<b>£16,520.18</b>

**ANNUAL GOVERNANCE STATEMENT**

403

Following the completion of the Internal Audit the Governance and Accounting Statements were presented. No queries received

**Resolved** to approve

- a) the 2016/17 Governance Statements
  - b) to approve the Accounting Statements
- Proposed by JH, seconded by JS. All in agreement.

**HIGHWAYS**

404

AG: Nothing to report

405

Proposed footpath: No further information received. Member of public reported that there has recently been a minor injury road accident in the High Street where a pedestrian was hit walking along the side of the road. Contact Highways to chase for specification and pricing

**HF**

406

Village Sign: Quotes have been submitted and Zurich have given verbal confirmation of acceptance of the quote by Harveys and will make bank transfer for the payment less the £100 excess. Harveys to be requested to start work. JS asked if the driver could be requested to pay the £100 excess

**MG**

407

Request to review speed limit on Wymondham Rd, Kimberley: Agreed to support this request. Will notify Kimberley PC that we would support request

**HF**

**PLANNING**

408

JH and SW reported that several local residents had asked what the situation was regarding the Low Road site. ME reported that they have applied for retrospective planning consent and it was currently being dealt with by South Norfolk Planning Enforcement Dept

**VILLAGE HALL and PLAYING FIELD**

409 Booking Clerk: No issues. Regular users all paid up. There has been a request to hold craft fairs in the hall. Agreed to hold first one and then assess if this could be a regular event

410 Fencing on playing field: This has now been completed. There is a small issue with the double gates not working properly, this will be fixed. There will be a discussion in private after the meeting to discuss the combination lock

411 Grass cutting on field: The field has just been cut. The contract we have with Norse is for monthly, as the decision made at the December meeting for fortnightly cuts was not invoiced for. To request 13 cuts (currently 8 per annum) 1 x March, 2 x April, May and June, 1 x July and August, 2 x September and October. Request Norse increase cuts to this schedule and reinvoice

412 Spraying of Playing Field: JH has arranged for Brian Clarke to carry out. Needs to be done 2 weeks after cutting. Agreed to have this done in autumn and again in spring

413 Quote for repairs to Hall roof: MG has met with builder and assess various issues with the roof. Quote received for repair and further assessment of cause of damage.

**Resolved** to go ahead with work, proposed JH, seconded JS all agreed

414 Clearing of Store Room: Store room has been tidied and surplus unwanted items taken to tip

415 Quote for deadwooding and crown raising of trees: Agreed this needs to go ahead for safety, for work to go ahead in the autumn:

**Resolved** to accept quote, proposed JS, seconded SW all agreed

416 Pat testing: This will take place on Friday 15<sup>th</sup> June

417 Play Area: SW has had a handover session with JS and is booked on a training course

418 JH reported that he has cleaned the external signs

419

### **ANY OTHER BUSINESS**

419 HF reported that the [Wicklewoodpc@aol.com](mailto:Wicklewoodpc@aol.com) email appears to have been hacked. There has been some suspicious activity and someone accessed it and changed password. Password has been reset. Beware of any emails that appear to come from this address asking for money and notify HF. MD reported that it was Scams Aware week and there is training available to show people what to beware of

420 HF reported that SNC are holding a Boundary and Polling Station review. There are no proposed changes for Wicklewood

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

421 Monday 2<sup>nd</sup> July. Agenda items to Clerk by 24<sup>th</sup> June

The public meeting closed at 8.45 pm

422 After the public left, the councillors discussed the use of the combination locks on the new gates. Those present were given the combination. Need to give combination to the emergency services. MG will check details for this. Write to the regular users, Donna, Cinema Club, Bowls Club and Norse to give combination and instructions for use

**MG**  
**HF**

Draft