

# WICKLEWOOD PARISH COUNCIL

## Minutes of the Parish Council meeting held in Wicklewood Village Hall on Monday 4<sup>th</sup> February 2019

<b>Present:</b>	<b>John Seville</b>	<b>(JS)</b>	<b>Vice Chair</b>
	<b>Nick Kemp</b>	<b>(NK)</b>	
	<b>Alan Goodings</b>	<b>(AG)</b>	
	<b>Richard Goodings</b>	<b>(RG)</b>	
	<b>John Hipperson</b>	<b>(JH)</b>	
<b>In attendance:</b>	<b>Helen Frayer</b>	<b>(HF)</b>	<b>Parish Clerk</b>
	<b>Margaret Dewsbury</b>	<b>(MD)</b>	<b>County Councillor</b>

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

The Vice Chair welcomed all to the meeting. Apologies were received from Mike Gamble, Andrew Goodings and Michael Edney

### **608 DECLARATION OF INTERESTS**

None were received

### **609 PUBLIC FORUM**

Local resident, Alan Coombe raised the issue of an overgrown hedge on the High Street between the windmill and the old phone box. This is not growing over the road but encroaching the verge. He stated that he believes the deeds of the property forbid hedges over a certain height. He also asked if there was any possibility of a footpath going along that stretch of road. JS said the hedge would be monitored and there were already plans in place for the footpath along High Street from the Cherry Tree to join up with the new footpath provided by the new development and money is being ringfenced each year to pay for it

### **610 MINUTES OF MEETING HELD ON MONDAY 7<sup>th</sup> JANUARY**

The minutes of the last meeting were agreed as correct

**Resolved: to agree and sign the minutes as correct. Proposed AG, Seconded JH, all agreed**

### **611 MATTERS ARISING** not included in Agenda

HF reported that she had emailed the Cinema Club about checking the chairs and received no reply. NK said he would speak to his contact there.

## 612 CORRESPONDENCE

British Red Cross	Request for assistance, suggestions given include open gardens or quiz to raise funds. Mr Coombe offered to run a quiz. He agreed to take this further. The council thought the function would be popular and could be self-funded and pay for the circa 2hr hall hire. The Council had just given a donation to CAB and could not support all requests for donations
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## 613 ACCOUNTS FOR PAYMENT

Salaries	Clerk and Booking Clerk	329.96
Expenses	Mileage, homeworking	26.10
Cleaning	Norfolk Eco Clean	375.50
Norfolk CAB	Donation	50.00
Norfolk Playing Fields Assc	Annual Subscription	20.00
	<b>TOTAL</b>	<b>£801.56</b>

Two additional invoices received since dispatch: Tim Carver for cutting hedge - £185 and Norfolk ALC for Clerk's training course £36. Total to be paid **£1,022.56**

**Resolved:** That all accounts as presented be paid. Proposed JH, seconded RG. All agreed

## 614 MONTHLY INCOME AND EXPENDITURE REPORT

	Current	Deposit	Total
Balance b/f	8,235.68	5,139.76	13,375.44
Total receipts to 29.01.2019	857.50	0.00	857.50
	<b>9,093.18</b>	<b>5,139.76</b>	<b>14,232.94</b>
Total outgoings to 29.01.19	1,242.08	0.00	1,242.08
Inter Account Transfers	0.00	0.00	0.00
<b>Closing Balance</b>	<b>7,851.10</b>	<b>5,139.76</b>	<b>12,990.86</b>

## HIGHWAYS

**615** AG reported a lot of pot holes in Wood Lane and also the Wicklewood side of Water Bridge.

**HF to contact Highways**

**616** HF gave Highways' updates: Regarding the hedge/verge issue in Church Lane, the Council explained their position regarding obstacles on the verge which is a common problem and they concentrate their resources on those cases which give the most safety issues. In this case, because of the low speeds along the narrow road and the property access areas, this is not a serious issue. The Authority will however contact the resident to notify them that they intend to inform the Land Registry of an unresolved boundary dispute with the highway authority, which will remain a charge

on the property to be disclosed for future conveyance of deeds. The Authority will not implement cutting works itself but will seek further cutting from the resident and continue to monitor the frontage. The Parish Council agreed they would also continue to monitor.

- 617** In relation to the drain near Hospital Road identified last month as needing annual clearing, Highways notified that they are aware of this issue and have programmed works to remove the kerb offlet and replace with a wide strip cut out of the verge to enable better draining of the road at this point.
- 618** HF reported that an email has been received from Highways regarding flytipping on a track in Hackford Road and asked the council to notify the landowner. The track runs alongside the Goodings' land. AG stated that the track does not belong to him, it is a right of way to Mere Farm but previous enquiries have not been able to identify a registered owner. He stated that flytipping there is a persistent problem.  
**HF will notify Highways**

#### **PLANNING**

- 619** New planning application 2019/0170 12 Wicklewood Rise, change of use from paddock to residential garden. Noted with no comments
- 620** Planning decisions: The listed planning decisions were noted

#### **WICKLEWOOD VILLAGE HALL AND PLAYING FIELDS**

- 621** Report from Booking Clerk: The booking clerk is now on holiday until 5<sup>th</sup> April. In her absence, she will continue to deal with email enquiries and HF will deal with the rest. The regular users have been notified of the increase in fees from April with no adverse comments. They have also been advertised in The Net. As reported in the previous meeting there have been a few issues re cleaning lately. RM had contacted the cleaner who has had a variety of different issues. A sign in sheet has been placed in the boiler room to monitor his attendance and for him to identify any issues. There has also been an attack on the village hall email account. The password has now been changed and although bank details have been sent out via email, this is not considered a risk as the Council account is not set up for online use.  
**Action: In the Booking Clerk's absence, RS agreed to monitor the cleaner's sheet weekly to check for attendance and any issues that need attending to**
- 622** Repairs and decoration to bar – No further update re the new shelving.
- 623** Maintenance items in village hall – Although there has been further work done on the roof, after the rain today the ceiling in the bar is wet again.  
**HF to contact builders**

- 624** Report from playing field inspection: NK reported that inspection had taken place with nothing to report although there were a lot of mole hills.
- 625** Report of gate being placed in boundary fence: The developers have agreed to pay for the hedge cutting. HF will forward them Tim's invoice now that this work has been done. HF wrote to the householder re the gate and received no reply  
**HF to contact householder again by recorded delivery if no reply received within two weeks**
- 626** Maintenance of grounds – JH reported that he will arrange spraying of the field when conditions are right as previously agreed. The car park lock has been replaced. Tim Carver has recently cut the hedge and Brian Clarke has bushwacked the brambles under the trees
- 627** **BIG LITTER PICK 2019**  
South Norfolk Council are organising a Community Litter Pick. Local groups that register and complete a litter pick will receive £20. NK identified various locations where there was significant litter which included the school car park. Suggested the school should be asked to get involved. Need volunteers. SNC will provide all equipment and litter picked will be collected by the Council from the village hall carpark. Suggested date 14<sup>th</sup> April. NK offered to be coordinator  
**HF to contact school, guides brownies and put notice in The Net for March.**  
**NK to produce map showing places that need action**
- 628** **PARISH WEBSITE UPDATE**  
HF reported that the website is very out of date. Notification has also been received that as from next year council websites must be made more accessible. Agreed that website be updated, concentrating on Wicklewood groups rather than Wymondham etc. Local groups will need contacting to give consent for their contact details to be put on line  
**HF to action**
- 629** **ANY OTHER BUSINESS** HF reminded councillors to get themselves nominated for re-election if they wish to continue and also encouraged those present to consider themselves or others to stand as councillors.
- 630** **DATE OF FUTURE MEETING**  
Monday 4<sup>th</sup> March. Agenda items to Clerk by 22<sup>nd</sup> February  
The meeting was closed at 8.30pm