

You are summoned to a meeting of Wicklewood Parish Council which will be held at Wicklewood Village Hall on **Monday 2nd September 2019 at 7.45pm**

Helen Frayer
Parish Clerk
28th August 2019

A G E N D A

1. WELCOME AND APOLOGIES FOR ABSENCE
2. DECLARATIONS OF INTEREST
3. PUBLIC FORUM (15 mins)
4. APPROVAL OF THE MINUTES OF THE MEETING HELD ON MONDAY 5th AUGUST 2019
5. TO RECEIVE UPDATE FROM CLERK ON ACTIONS FROM PREVIOUS MEETING

6. **CORRESPONDENCE – will be available to be viewed from 7.30pm**

6.1	Mr Mower	Complaint re planning decision 2019/1401
6.2	Norfolk CAB	Request for another donation
6.3	RAF Benevolent Fund	Request to identify RAF veterans for assistance
6.4	Peter Royle	Request for support for improvement in mobile signal

7. **ACCOUNTS FOR PAYMENT**

7.1	Salaries – incls extra hours for booking clerk for cleaning	Clerk and Booking Clerk	372.38
7.2	Expenses	Mileage, toner, bins, stationery, cleaning materials	89.43
7.3	HMRC	Month 5	46.20
7.4	Dream Team Cleaning	Cleaning	108.00
7.5	PKF Littlejohn LLP	External audit fee	240.0
		TOTAL	856.01

Payment of £250 had been made to M Nudds for manhole cover repair. Payment paid mid-month to avoid late payment costs as original invoice had been lost in post.

8. **MONTHLY RECEIPTS AND PAYMENTS REPORT**

	Current	Deposit	Hampshire Trust Bank	Total
Balance b/f	2,670.24	9,146.11	5,000	16,816.35
Total receipts to 26.8.19	1,250.00	0	0	1,250.00
	3,920.24	9,146.11	0	18,066.35
Total payments to	1,821.78	0	0	1,821.78
	2,098.46	9,146.11		16,244.57
Inter Account Transfers	0	0	0	0
Closing Balance	2,098.46	9,146.11	5,000	16,244.57

9. ANNUAL AUDIT REPORT

To receive the return from external auditor

10. ANNUAL ELECTRIC CONTRACT RENEWAL

To consider if continuing with current supplier

11. HIGHWAYS

11.1 To receive monthly report from Joel Pailes

11.2 To consider actions from speeding reports

12. PLANNING

New planning applications:

12.1 2019/1552 Land Adj to 69 High Street. Proposal erection of 2 bed bungalow

12.2 2019/1244 67 High Street. Further amendment to plans

12.3 2019/1171 41 High Street. Proposed outbuilding conversion and link to existing house

New planning decisions:

12.4 2019/1401 Land west of Milestone Lane, Erection of 2 bungalows and garages - Refused

13. WICKLEWOOD VILLAGE HALL AND PLAYING FIELDS

13.1 Report from Booking Clerk

13.2 Cleaner contract – to receive update

13.3 Maintenance items in village hall – Replacement shelving in bar

13.4 Health and Safety – Fire alarm points and emergency exits

13.5 Report from playing field inspection – consider replacement of bin

13.6 Maintenance of grounds – consider quote and questions from painter

13.7 Allotments – consider lease and rent increase

14 ASSET MANAGEMENT PLAN – To consider requirements

15 VILLAGE SURVEY – To consider further actions

16 ANY OTHER BUSINESS

17 DATE OF FUTURE MEETINGS

Monday 7th October. Agenda items to Clerk by 27th September.