

WICKLEWOOD PARISH COUNCIL

Minutes of the Parish Council meeting held in Wicklewood Village Hall on Monday 5th August 2019

Present:

John Seville	(JS)	Chair
Nick Kemp	(NK)	Vice Chair
Richard Goodings	(RG)	
Alan Goodings	(AG)	
John Hipperson	(JH)	
Joel Pailes	(JP)	
Gemma Minors	(GM)	

In attendance:

Helen Frayer	(HF)	Parish Clerk
Richard Elliott	(RE)	District Councillor

100 WELCOME AND APOLOGIES FOR ABSENCE

The Chair welcomed all to the meeting. As there were several members of the public attending he explained the process of the meeting and the public forum section. No apologies received.

101 DECLARATION OF INTERESTS

Both GM and JS declared interest in item 10.4 on agenda

PUBLIC FORUM

- 102 One resident queried how local youngsters would be able to get on the housing ladder when local new builds were all so expensive. JS said this was not within the powers of the Parish Council. JS also said that if these views were part of a request for the parish council to support a planning application, whilst the council acknowledge these concerns, personal reasons could not be considered by the council as a reason for approval.
- 103 One resident remarked on the actions following the reported near accident by the school. The Headteacher and GM had contacted the police and speed checks had taken place.
- 104 RE gave an update on the Greater Norwich Partnership which is creating the new planning strategy. This will go out to for consultation in the autumn. This will be the opportunity to comment about affordable housing for local people in rural areas. Could possibly be a relaxation of regulations to allow more infilling with affordable

housing. He also reported that the funding towards the defibrillator cabinet had been approved and would shortly be received.

105 MINUTES OF MEETING HELD ON MONDAY 1st JULY

HF said there was an error in that item 84 should read 2019/1244. This was corrected.

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

UPDATE FROM CLERK ON ACTIONS FROM PREVIOUS MEETING

106 HF reported that Bob West has inspected the Chapel Bell Bridge and will arrange for the removal of the self seeded tree. He states there has always been a verge margin between the road surface and the bridge wall structure

107 HF reported that she has contacted Vic Hubbard twice to requote for the painting of the play equipment with the additional preparation work and has received no reply. Will now get quotes elsewhere. Suggested SV Harvey. JS will give details of other local contractors.

108 HF reported that the new savings account has now been opened but during the time between identifying the account and submitting the forms, the interest rate has dropped to 1.75%.

109 CORRESPONDENCE

Norfolk Age UK	Request for donation	Noted
Nfk Accident Rescue Service	Request for donation	Noted
South Norfolk Council	Kett Fun Day and Fayre	This has already taken place
George Freeman	Supermarket Surgeries and Norfolk Enterprise Festival	Noted that the posters re the surgeries do not give any dates
Adrian Hallam	Comments re village engagement and allotment issues (on agenda)	Noted

110 ACCOUNTS FOR PAYMENT

Salaries	Clerk and Booking Clerk	315.84
Expenses	Mileage, stamps, envelopes	20.62
A K Marriott	Cleaning	375.00
HMRC	Month 4	46.40
Tim Carver	Grass cutting - June	100.00
H Frayer (Go Pak)	Chair trolley	108.00
Ron Lansdell	New wheels for old chair trolley	25.00
Jeremy Neave	Fitting hand driers	324.00
	TOTAL	£1,314.86

Additional invoices had been received: Tim Carver- July cut £100, EFire – Fire extinguisher service £121.20 Final total £1,536.06

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

111 MONTHLY RECEIPTS AND PAYMENTS REPORT

	Current	Deposit	Hampshire Trust Bank	Total
Balance b/f	8,471.37	9,146.11	0	17,617.48
Total receipts to	883.00	0	0	883.00
	9,354.37	9,146.11	0	18,500.48
Total payments to	1,684.13	0	0	1,684.13
	7,670.24	9,146.11		16,816.35
Inter Account Transfers	-5,000		+5,000	
Closing Balance	2,670.24	9,146.11	5,000	16,816.35

£5,000 has been placed in a fixed term account with Hampshire Trust Bank, ringfenced for footpath development

112 HIGHWAYS

JP reported that he had checked if the request recently sent to the Highway Rangers had been carried out but there doesn't appear to be any evidence that the requested actions have been done. HF will report back to them. These maintenance items have been requested on 3 occasions now with no apparent action.

113 Speeding Issues: The police have recently carried out speed checks along Hackford Rd and were there again today. Several people were stopped. JP has made enquiries re Community Speed Watch. This does not have to be Parish Council led. There needs to be a minimum of 6 people prepared to do it and ½ day training and equipment is provided at no cost. Minimum of 3 people carrying out the checks at a time. JP is prepared to be the coordinator. GM and NK also willing to be involved. JP will publicise to get further volunteers and take this forward.

HF has made enquiries about the flashing speed signs (SAM2). The permanent flashing signs are only authorised in recognised accident (injury) locations. The SAM2 have to be moved every 4 weeks and can't be back in the same place within 8 weeks so a minimum of 3 authorised locations are needed. Suggested each end of Hackford Rd plus the High Street. They are supplied by Westcotec who will do a free survey to approve location. Cost is £2,800 per unit, includes 2 batteries and charger plus 1 post bracket. Additional brackets £50 (would need one per location plus padlocks). Use existing street furniture to fasten to. If none appropriate, additional posts are £89 inc installation. Battery charge lasts approx. 2 weeks. Can also get programme to download data £250. This system does not issue speeding tickets but is a deterrent and if a pattern of persistent speeding were identified, the police could then target this. The existing Think sign is too low and hidden by grass and needs raising. Will need to fundraise to fund this.

PLANNING

- 114 Application 2018/2427 – No additional comments.
- 115 Application 2019/1401 – Council recognised that it is outside the development boundary however other similar applications had recently been approved. Whilst the site is not in open countryside, the Council considered the site to be well connected to the village. There is a bungalow to one side, car parking, garden area and pond to the other and a row of 9 houses opposite. This proposal does not spoil public views. GM asked about the environmental aspects and JS responded that the various environmental agencies would also have been consulted. **JH proposed to support the application, RG seconded. JP proposed to object as it is outside the development boundary, GM seconded. Total of 4 votes to support.**
- 116 Application 2019/1477 No comments
- 117 Application 2019/1244 The original application has been amended after considering the concerns. Much larger trees are proposed and Council were shown photos which show how these would improve the screening. RG said he felt that until the trees grew together they still would not really screen it and children using it would still be able to overlook the neighbouring garden. **RG proposed to object on these grounds, seconded JH. JP proposed to approve, no seconder. Total 3 votes to object. One abstention. JS and GM abstained due to Declaration of Interests.**
- 118 New planning decisions noted with no comments

WICKLEWOOD VILLAGE HALL AND PLAYING FIELDS

- 119 **Report from Booking Clerk:** The code for the keysafe has been changed and all relevant users notified. The regular toddler art group has now stopped using the hall as they have found alternative premises. The cleaner is continuing to be inconsistent and does not appear to have been today as scheduled. Whenever these shortcomings are addressed with him, the improvements in performance are always short-lived. He is forgetting to sign in so it is hard to monitor and a complaint has been received from a user that the toilets were dirty and kitchen bin not emptied. When this was addressed with the cleaner he said he had got so carried away with the additional tasks he had been given for the summer he had forgotten to carry out these routine tasks. NK also commented that the playground bins hadn't been emptied. JS suggested we consider going out for tender in the autumn to find another contractor. **HF to write to the cleaner saying we need to have a consistent improvement, which would be monitored, or we would be cancelling his contract.**

- 120 Maintenance items in village hall:** No items identified. Nothing further has been heard from The Buck re the new shelving. To be on agenda next month with view to getting contractor in to do the work as the current shelving is unhygienic.
- 121 Report from playing field inspection:** NK reported that the equipment is fine apart from what needs painting as previously identified. The hedge by the new houses is now growing well and needs to be included in a regular cutting schedule. NK also reported that the old toilet block has been broken into and vandalised. The windows need securing with metal plates. RG and JH will see if they can do this. NK said the slab over the old manhole cover has been taken and needs replacing. JH will deal. JH also offered to remove the dead trees from the perimeter. Agreed. **Action Brian Clarke to be asked to include the hedge, brambles round field perimeter and edge of allotment track into his regular schedule.**
- 122 Outdoor table tennis table:** JP reported that SNC have full funding for an outside table tennis table. Only cost to the Parish Council will be the installation cost of £350. Suitable location has been identified on the playing field. **Proposed to obtain this item JP, seconded NK, all agreed**
- 123 Maintenance of Grounds:** The noticeboard on the field is falling apart. RG can replace the rotten wood with a galvanised panel which will cost £21.00. Quote to replace the signs with Dybond ones are £15 each. 6 needed. The No Kites sign will be replaced by No Drones. HF asked if the No dogs on the field at the end of the driveway which is in very poor condition could also be replaced. **NK proposed that all these proposed works to signage be carried out, seconded JH, all agreed**
- 124 Manhole cover over septic tank:** RG reported that whilst dealing with a toilet problem in the Bowls Club, he had discovered that the frame supporting the manhole cover over the septic tank was in a very dangerous condition and needed immediate repair. He arranged a local builder Matt Nudds to carry out the work and that has now been done at a cost of £250.
- 125 Allotments:** Mr Hallam had written regarding the edges of the allotments not being cut. He has recently done it himself. The allotment leases require that tenants maintain the paths around their plots, however this strip at the back does not fall within this remit. The Council said they did not consider this strip a problem. It is not a pathway. If Mr Hallam wishes to clear it, that is acceptable.
- Mr Hallam also complained that the partial hedge on the end boundary causes visibility problems when leaving his drive. **Agreed to be added to the scheduled cutting by Brian Clarke when he does the verges**
- 126 ASSET MANAGEMENT PLAN:** JS said he wanted to draw up a plan to map when assets were acquired, what their potential life expectancy was and estimated

replacement cost so that as things reached the end of their expected life, financial plans could be made for their replacement. Agreed this was a good thing. JS will draft up a plan and share it at the next meeting.

- 127 VILLAGE SURVEY:** RE has not yet checked with the District Council if this is something they are still able to assist with. If not, the Parish Council could do one independently.

ANY OTHER BUSINESS:

- 128** Following on from the big litter pick, SNC are now asking if we would like to be a Litter Pick Hub. This would entail the Parish Council having a supply of equipment (loaded from SNC) that could be booked out to local residents to do ongoing litter picking. As Wicklewood PC has already recently purchased litter pick tongs that are freely available it was not considered necessary to become a formal hub
- 129** HF requested if a member of Council or local resident had sufficient IT skill to assist with making the village website fully accessible as we are required to do. Local resident Mr John Botley kindly offered to assist.

- 130 DATE OF NEXT MEETING:** Will be Monday 2nd September. Agenda items to Clerk by 23rd August.
The meeting was closed at 9.30pm

DRAFT