

# WICKLEWOOD PARISH COUNCIL

**Minutes of the Parish Council meeting** held via Zoom video conferencing as allowed by the Local Authorities and Police and Crime Panels (Coronavirus)(Flexibility of local authority and police & crime panel meetings)(England & Wales) Regulations 2020 on **Monday 5<sup>th</sup> October 2020** at 7.30pm

**Present: John Seville (JS) Chair, Nick Kemp (NK) Vice Chair, Joel Pailes (JP), Richard Goodings (RG), Louise Downton (LD)**

**In attendance: Richard Elliot (RE), Helen Frayer (HF) Parish Clerk**

**443. WELCOME AND APOLOGIES FOR ABSENCE:**

Apologies received from Alan Gooding, John Hipperson and Margaret Dewsbury. The Chair welcomed all to the meeting.

**444. DECLARATION OF INTERESTS:** None declared

**445. PUBLIC FORUM:** No comments from the public. RE has sent a written report which will be circulated with the Minutes

**446. MINUTES OF MEETING HELD ON MONDAY 7<sup>th</sup> SEPTEMBER:**

Resolved: to agree and sign the minutes as correct. Proposed RG seconded JP, all agreed.

**UPDATE FROM CLERK ON ACTIONS FROM PREVIOUS MEETING:**

**447.** HF reported that a meeting with the Bowls Club has taken place and agreement reached on most of the items raised. An agreement has been drawn up and will be sent to the Bowls Club for approval. One item in particular that had been agreed, was the mischarging of the water used due to a misunderstanding that the meter was reading in gallons.

**446.** HF has chased the planning department re the issue with the traffic etc at Norfolk Storage Solutions and received a reply that the planning enforcement officer is absent until 7<sup>th</sup> October

**447.** The Allotment rent invoices have been sent out. Payments are now coming in, no complaints so far about the increase. One request which will be on the agenda for next month.

## **CORRESPONDENCE:**

- 448.** Two emails had been received by residents complaining about the pitch fee charged to the fish and chip van as he hadn't come one week and assumptions had been made it was because of this fee. They requested that the parish council stopped charging the fee. The van is still coming, had missed a week for personal reasons. The council standing orders prevent a decision made being revisited for 6 months, but in any case, the council consider that the fee is appropriate for what is a commercial business, and the van is using the hall electricity. **HF will reply to the correspondents.**
- 449.** An email had been received from a resident requesting a greater online presence of the council, particularly on social media and also a query about adhering to the rules, in relation to the 6 month rule as discussed the previous month. JS stated that there were strict rules about council's participation on social media and all such participation would have to be done by the proper officer. In larger councils with full time staff this was possible, however with the few hours available to the clerk, this was not viable. HF pointed out that the law requires that all council is available to all. Social media is not, as people have to join, particularly local closed sites. The clerk will continue to post all official matter on the village website, but will put link on the local social media page as appropriate. **HF will reply to the correspondent**

## **FINANCE:**

### **450. ACCOUNTS FOR PAYMENT**

Salaries	Clerk & Booking Clerk	307.75
HMRC	Month	54.40
Dream Team	Cleaning village hall	288.00
Helen Frayer	Clerk's expenses – mileage and postage	31.34
EFL	Hall Roof	17,788.80
Nick Kemp	Grass matting	33.00
Richard Goodings	Padlock	15.00
D Coldham	Repair to toilet door catch and padlock	70.00
Tim Carver	Verge cutting	120.00
E Fire	Callout and replacement call box	196.92
	<b>TOTAL</b>	<b>£18,905.21</b>

**Resolved: That all accounts as presented be paid. Proposed LD, seconded NK, all agreed**

### **451. MONTHLY RECEIPTS AND PAYMENTS REPORT**

	<b>Current</b>	<b>Premium</b>	<b>Total</b>
Balance b/f from 28.6.20	<b>39,713.06</b>	<b>12,500.00</b>	<b>52,213.06</b>
Total receipts to 27.9.20	1,215.07	0.80	1,215.87
	<b>40,928.13</b>	<b>12,500.80</b>	<b>53,428.93</b>
Total payments to 27.9.20	1,593.54	0.00	1,593.54
	<b>39,334.59</b>	<b>12,500.80</b>	<b>51,835.39</b>
Inter Account Transfers	0.00	0.00	0.00
<b>Closing Balance</b>	<b>39,334.59</b>	<b>12,500.80</b>	<b>51,835.39</b>

- 452. Review of Budget at half year:** HF had previously circulated the budget position at half year. She reported that the hall hire income is now back to virtually normal monthly levels as the pitch fees make up the shortfall from the groups that haven't returned. There is still a deficit from when the hall was closed, but unless the hall has to close again that shouldn't get worse. This has been mitigated by receiving the Covid grant. The roof costs have come in within budget leaving enough left from the loan to do the internal decoration. On expenditure, the expenditure on the playing field, electricity and fire equipment maintenance will all go over budget but everything else is on track
- 453. Zoom account:** Now that the council finances are more settled JS proposed that we take out a paid Zoom account. This will stop the time limit issue and potentially enable the two councillors that don't have internet to join the meeting by phone. A monthly account is £11.99 per month. Proposed JS, seconded RG, all agreed.

### **HIGHWAYS**

- 454. Report from Highways Officer:** JP reported that he has downloaded the data from the SAM2 camera for the first time. From its last position at the top of Church Lane, it had only shown 3 vehicles at excessive speed very early in the morning. Most were under 30mph. JS suggested next placement to be High Street in opposite direction than previously. JP will share the data on a regular basis. NK commented the other end of Church Lane was busier. The school sign has still not been replaced as although the new sign is ready, it is awaiting UK Power Networks to connect it.
- 455. Verge cutting:** JS asked if the council would give delegated authority to the Chair and Clerk to authorise additional cuts to the verges if the growing conditions required it without having to bring such requests to the council. **NK proposed this action, LD seconded, all agreed.**
- 456.** JS reported that he had reported to Highways that the 30mph sign had fallen off and that the grub near the Hipperson farm is silted up again. On inspection it doesn't appear to have been dug far enough back. Bob West requested to inspect.

### **PLANNING**

- 457. New application:** 2020/1729 and 1730 – The Lodge, 20 St Georges Hospital – no views or comments.
- 458. Decision:** 2020/1055 Follyfoot Farm – Noted. JS reported that he had seen that 2020/1508 which was objected to by the council last month had been approved and he said he understood that the Planning officer may not have been able to refuse the rebuild of the barn, but did not understand why he approved the addition of a Cart Lodge, especially as this was on much higher ground in front of the existing barn. RE agreed to get more information.
- 459. Planning White Paper Consultation:** The council had no comments to add.

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

- 460. Report from Booking Clerk:** RM reported that there were now 3 regular people using the hall for yoga and dance, operating under the Covid restrictions with the guidance of their professional bodies. Donna is now using the hall nearly every day

as other venues haven't all reopened. Guides, Brownies and Cinema Club have all said they will not resume this year. RM has been liaising with The Buck about the renovations in the bar. The Buck will attend to remove their items. They have said that the new fridge which the council agreed for them to buy will need some shelving moving so RM will attend along with John Roy to see exactly what is needed. The Buck state that one fridge already there belongs to them plus most of the glasses. They confirmed that they have kept their personal alcohol licence up to date. RM has also contacted the Cinema Club to take their speakers down prior to painting.

- 461. Hall Maintenance:** JS said that as the electrician needed to remove the lights for the new ceilings to be installed, it seemed an ideal time to replace them with LED lights. Quote not yet received. As the timing for this could be difficult working with the plasterer, it was proposed to delegate authority to accept the quote for these lights to the clerk up to a maximum cost of £250. **NK proposed this action, JP seconded, all agreed.**
- 462.** A quote had also been received from the decorator for other items. His decorating quote had been amended to account for the additional work arising from the new plastered ceilings, plus adding metal kick plate to the chair store door to repair the hole, minor work to ease doors in toilet and make good water damage, plus renovating the bar. Quote £515 plus cost of Formica for bar shelves. RM pointed out there may be additional costs for moving shelving for the fridge as mentioned above.
- 463. Playing Field Inspection:** NK reported that all the equipment is fine and the new contractors are doing a really good job when they cut the field. The football nets are being used on a regular basis by Wymondham Scouts which has required some of the hooks being replaced. NK has the rubber matting for the entrance way, but it has been too wet to install. The balls on the table tennis table are being vandalised and he has had to replace several
- 464.** JS reported that the hedge by the new houses and the overspill carpark need cutting back. To ask Tim Carver to deal. **NK proposed having this added to his annual agreement to complete this work each year, RG seconded, all agreed**
- 465. Tree Inspection:** NK has met with the tree specialist re the oak tree and dead elms. Awaiting quote. Since then, Mr Hipperson has removed some of the dead elms so will need to get them removed from the quote. NK will check how many remain to be removed.
- 466. ANY OTHER BUSINESS:** JS wanted to acknowledge the recent death of Les Whitehead. Les had been a great supporter of the parish council and had done a lot of repair jobs in the hall and never accepted payment thus saving the council a considerable amount over the years. Agreed to send a card of condolences and thanks to his widow. RG suggested donations to his two designated charities, NK suggested a memorial bench. **RG proposed £25 to each of East Anglia Air Ambulance and the Royal British Legion in his memory, JS seconded, all agreed.**
- 467. DATE OF FUTURE MEETING**  
The next meeting will be 2<sup>nd</sup> November via Zoom. Items for the agenda to be sent to the clerk by 23<sup>rd</sup> October