

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 2nd November 2020** at 7.30pm

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

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

468. WELCOME AND APOLOGIES FOR ABSENCE:

Apologies received from Alan Goodings and Margaret Dewsbury. The Chair welcomed all to the meeting.

469. DECLARATION OF INTERESTS: NK item 11.6 on agenda

470. PUBLIC FORUM: No comments from the public. RE has sent a written report which will be circulated with the Minutes – RE then left the meeting

471. MINUTES OF MEETING HELD ON MONDAY 5th OCTOBER:

HF reported an error in the previous minutes. An error in the timing of the bank statement caused one payment to be counted twice. Receipts were actually £120 less than shown. Also, it hadn't been shown on the minutes the authorisation of the quote from the decorator. This was proposed by NK, seconded by JP, will all agreed. These corrections will be written on the signed minutes. Resolved: to agree and sign these amended minutes as correct. Proposed RG seconded NK, all agreed.

UPDATE FROM CLERK ON ACTIONS FROM PREVIOUS MEETING:

472. HF reported that all actions from previous meeting had been completed. Tim Carver wasn't able to do the hedge but Brian Clarke has agreed to. The additional verge cut that was agreed at the previous meeting was not required.

CORRESPONDENCE: (all previously circulated to councillors)

473. NorfolkALC has become a cooperative and requires a representative from each council. JP agreed to be the rep as long as the times of the meetings do not conflict with his job.

474. Strategic Pipelines have written re new water pipes being laid across the parish. HF had written for further information but response had been unspecific. JH complained that they had been on his land without first consulting him.
475. Norfolk County Council are running a consultation on the future budget. Agreed to post this on local social media
476. Norfolk County Council consultation with councillors re Public Space Protection Order. No comments

FINANCE:

477. ACCOUNTS FOR PAYMENT

Salaries	Clerk & Booking Clerk	296.58
HMRC	Month 7	54.40
Dream Team	Cleaning village hall	288.00
Clerk's expenses	Zoom fee	14.39
Town Green Quilters	Refund of hall booking fee	56.00
	TOTAL	£709.37

One late invoice received from Tim Carver for an outstanding invoice from July that hadn't previously been received - £120.

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

478. MONTHLY RECEIPTS AND PAYMENTS REPORT

	Current	Premium	Total
Balance b/f	39,214.59	12,500.80	51,715.39
Total receipts to 26.10.20	7,776.79	0.00	7,776.79
	46,991.38	12,500.80	59,492.18
Total payments to 26.10.20	18,940.21	0.00	18,940.21
	28,051.17	12,500.80	40,551.97
Inter Account Transfers	-2,500	2,500	
Closing Balance	25,551.17	15,000.80	40,551.97

JP asked if we could now make the £15,000 payment for the footpath. NK said that as we had told the residents that the additional precept was for this purpose it wasn't right for it to be spent on propping up holes in the rest of the budget. JS said that it had previously been agreed to be reviewed in January. Will be on Jan agenda.

479. **Consider first draft of budget for 2021/22:** HF had previously circulated the first draft with figures inserted where future costs are known or clearly expected. HF proposed that learning from the experience of this year, that the full anticipated future income for hall hire is not included in the budget but put in reserves to be included the following year, after it has been received, rather than in anticipation. To base a budget on an income that is not at all guaranteed causes risks as experienced this year. The council agreed with this approach. Councillors will consider the budget further. HF will update figures at end of November, to be further considered next month.

HIGHWAYS

- 480. Report from Highways Officer:** JP reported that the school sign has finally been replaced and now appears to have a solar panel on it. The SAM2 sign is now on the High Street and he will bring figures to the next meeting. While he was putting it up people complained to him about the heavy vehicles going up Church Lane. HF commented that she had contacted the planning enforcement officer who has been away. He is aware of her email, but now only has 1 day a week on enforcement work so the response will be delayed.
- 481.** JS reported that he had complained to Bob West re poor work carried out and damage caused to the verge. This will be dealt with in the spring. JH reported the gully near his farm was not cleared properly and it's been flooding again at Chapel Bell Bridge. JS said he had reported this.

PLANNING

- 482. New application:** 2020/1994 – Plot 1, land west of High Street – variation of conditions. No views or comments
- 483. Decision:** 2020/1729 & 1730 – The Lodge, 20 St Georges – application withdrawn
- 484. Appeal against refusal:** 2019/2522 – Land west of Milestone lane – No further comments. Council's previous decision stands.

VILLAGE HALL AND PLAYING FIELDS

- 485. Report from Booking Clerk:** Now that there is a further lockdown, the village hall is closed again and RM furloughed once more.
- 486. Review of hall hire fees:** JS asked if we should review the hall hire fees. NK proposed, JH seconded, all agreed. RM to be asked to get figures for surrounding halls to compare when she returns from furlough.
- 487. Hall Maintenance:** Quote had been received from electrician to replace lights with LED. These were more than anticipated but the current fittings aren't up to current building spec and give poor light. Quote has also been received for the formica for the surfaces in the bar. NK proposed to accept quotes, LD seconded, all agreed. John Roy will be asked if he can paint the main hall during lock down to avoid closing again for this work. Also ask him if he can remove the carpet from the stage so that it can be repaired. The plastering on the ceilings is not expected to be finished until December but these side rooms can be decorated later.
- 488. Playing Field Inspection:** NK reported that all the equipment is fine although there has been some vandalism of the table tennis bats. He and JS have installed the matting by the gate. He, JP and JH have removed the cricket matting to make room for the new trees to be planted. Some has been cut into strips to use as pathways on the allotments and JH offered to remove the rest. Some fireworks have been let off on the field.
- 489. Quote to consider work on oak tree:** Revised quote has been received for just the work on the oak tree as we have an offer to remove the dead elms for free. The quote is £525 plus VAT. JH said the tree should be felled, but the council has already decided they wish to keep the tree and have the dead branches removed. NK proposed to accept quote, RG seconded, JH objected, the rest agreed.

- 490. To consider request from allotment holder to be allowed sheds and for water supply:** As there is no mains water near the allotments it would be expensive to pipe water down there. The other option would be to have an outside tap on the hall, however this would be vulnerable to vandalism and with metered water we couldn't risk it being turned on and wasting water it would need to be turned off inside which would be problematic. There would also be problems with charging fairly for this water. It was considered that it would be reasonable to allow shed/storage units, with a maximum size of 6 x 4 ft. They could have guttering to a water butt which would assist with the water issue. Would need wording in the lease that the parish council accepts no responsibility for damage to or theft from them and that at the end of the tenancy, they could be removed, or, with the agreement of the new tenant and the parish council, left in situ. JH proposed to refuse water supply but allow sheds, JP seconded, all agreed. HF to draft amended wording to lease.
- 491. Tree planting:** The free tree pack (135 trees) that JP applied for some time ago is due for delivery this month. HP, JH and JS had looked around the parish council land and suggested 3 rows, 35 trees per row, to be put at end of playing field. Mr Clarke had been contacted to see if he could use a chisel plough to help with planting. There was also a gap between field and JHs land that would have room for a few. 4-5 flowering cherries to be put at the road end of the allotments, inside the bank and the zigzag hedge on the FBT land has space for the remainder. Mr Clarke as tenant has agreed. JP proposed to plant in these locations, LD seconded, all agreed. To promote on social media for volunteers to help plant.
- 492. To consider applying for 100% grant for GSHP:** A grant has become available for 100% funding with a very short deadline. (prev circulated). There isn't time to get additional quotes from the one already received. JS has contacted the company to see if they can assist with the bid and update their quote to include the impact of the new roof. JP proposed submitting bid, LD seconded, all agreed
- 493. Consider changing electric contract:** It appears it may be possible to get cheaper electric supply than currently however we are locked into automatic renewal unless we give notice by January. Current supplier is very confusing and haphazard with billing. JP proposed giving notice, LD seconded, all agreed. For new quotes to be obtained nearer renewal time
- 494. ANY OTHER BUSINESS:** None
- 495. DATE OF FUTURE MEETING**
The next meeting will be 7th December via Zoom. Items for the agenda to be sent to the clerk by 27th November