

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 12th April 2021 at 7.30pm**

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

In attendance: Richard Elliot (RE) (until 8pm), Helen Frayer (HF) Parish Clerk, Rachael Mold (RM) Bookings Clerk

1. WELCOME AND APOLOGIES FOR ABSENCE:

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

2. DECLARATION OF INTERESTS: AG and RG for agenda item 11.5. LD for item 9.1

3. PUBLIC FORUM:

3.1 A local resident raised the issue about a local burial ground being dug up. The Wicklewood Archive Site would like to see this site being preserved. JS confirmed this issue will be on the May agenda.

3.2 A resident asked if the vacant allotment could be used for a village orchard. This item is on the agenda

4. MINUTES OF MEETING HELD ON MONDAY 1st MARCH:

Resolved: To agree these minutes as correct. **Proposed JP, seconded RG, all agreed**

UPDATE FROM CLERK ON ACTIONS FROM PREVIOUS MEETING:

5. HF confirmed the Booking Clerk was now on 50% furlough as from 1st April. Other items were on agenda

6. CORRESPONDENCE: (all previously circulated to councillors)

6.1 Email from resident re extractor fan - noted

6.2 Request from resident for parish council to hold table top sale – Council considered holding this at the village hall car park but felt it would be difficult with social distancing and would interrupt the hall users

6.3 Comment from resident re the suggested ‘stick and flick’ system for the proposed permissive footpath – noted

6.4 Email from Garvestone Parish Council re condition of B1135 – on agenda

6.5 Email from resident re RTC on Hackford Rd - noted

6.6 Email from resident re requesting funding from District Councillors budget for speeding signs for wheelie bins - on agenda

6.7 Email from SNC re the Armed Forces Covenant – noted

- 6.8 Email from CPRE re GNLP Regulation 19 consultation - noted
- 6.9 Email from Keep Britain Tidy re Great British Spring Clean – noted
- 6.10 Email from Strategic Pipelines giving update on new water pipeline - noted
- 6.11 Email from NCC re 1 Million Trees for Norfolk - on agenda
- 6.12 Email from resident about speeding tipper lorries - on agenda

7. FINANCE

7.1 ACCOUNTS FOR PAYMENT

Salaries	Clerk & Booking Clerk	417.67
HMRC	Month 12	72.20
Clerk's expenses	Zoom fee, stationery	16.39
Zurich	Annual insurance	1,262.06
South Norfolk Council	Disposal waste service	58.99
Norfolk ALC	Annual subscription incl website hosting	235.90
	TOTAL	2,063.21

Resolved: That all accounts as presented be paid including boiler service. Proposed RG, seconded AG, all agreed

7.2 MONTHLY RECEIPTS AND PAYMENTS REPORT

	Current	Premium	Total
Balance b/f	13,124.71	15,001.15	28,125.86
Total receipts to 31.3.21	2,207.23	0.37	2,207.60
	15,331.94	15,001.52	30,333.46
Total payments to 31.3.21	2,148.60	0.00	2,148.60
	13,183.34	15,001.52	28,184.86
Inter Account Transfers	0.00	0.00	0.00
Closing Balance	13,183.34	15,001.52	28,184.86

Money received includes Covid grant, JRS payment and FIT payment

7.3 Consider ringfencing money towards future cost of boiler replacement: JS said the boiler had reached the end of its expected life and although still currently working provision should be made for its replacement and asked the council to ring-fence money for its replacement. £6,000 should be sufficient. **NK proposed, LD seconded, all agreed**

9. HIGHWAYS

9.1 Report from Highways Officer: JP had circulated the latest figures from the SAM2 from the end of the High Street. The 85 percentile was 30.8 mph. Average speeds 25 mph. Several potholes have been identified and will submit a bulk report. Please let JP know of any others

9.2 To consider joining campaign for improvement of B1135 – JS said the council had complained about the condition of the road at Chapel Bell bridge on numerous occasions, drainage and hedge work is required. **JP said the road was in poor condition and proposed supporting the campaign. JS seconded, all agreed** – JH left the meeting after this item

9.3 Re request from resident (correspondence) to position SAM sign on Hackford Rd due to issue with speeding tipper trucks. JP confirmed this will be the next location

9.4 To consider request for funding from Members Highways Grant to purchase speeding signs for wheelie bins. HF said it would cost approx. £600 for 1,000 stickers to give most residents 4 stickers, for each side of each bin. JS said he was concerned about possible negative effects with householders possibly pushing bins onto pavement to make them more visible and leaving them out for longer causing obstructions, particularly as the evidence from the SAM signs doesn't show a serious speeding problem. JP said that not everyone would want signs and not every street needed them so cost wouldn't be as high as originally expected. MD had previously emailed that SNC had an initiative of bulk buying and distributing them. RE will make enquiries. **Agreed to defer until more information received.**

9.5 To consider application to PPS and/or Members Highways Grant for erection of bus shelter. MD had indicated she could contribute to his in addition to the PPS grant. As the council had previously discussed wanting to do this, JS had produced a proposal paper which had been circulated. Bob West, Highways Engineer had said he would allow a cantilever bus shelter with no sides to be mounted on the rear of the pavement. It would be preferable to give better shelter to have sides, but the pavement is not wide enough, to do this would require the Public House to grant a 600mm piece of land to give enough space. The bus shelter would need to go to tender. Budget prices were included in JS's paper. JS said we need to use the Highways approved contractors and ensure that the design chosen is sufficiently robust. NK asked if the village wanted it, JS said he regularly saw people waiting there. and the council had previously said this was something it was considering. JP said we needed evidence the villages supported it and councillors may have other projects to bring forward to apply to the PPS for. **JP proposed deferring decision to July to enable other councillors to bring their suggestions forward. NK seconded, all agreed.**

10. PLANNING

10.1 Application 2021.0639 27 Low Street – propose removal of existing side extension and replace with new. **No views or comments.**

10.2 Decision 2021/007 -noted

10.3 To receive update on Woodview Farm, Church Lane – Planning Compliance have visited site and request owner to identify the use of each unit to ensure the use complies with B8, light commercial storage. Has also reminded of the hours of operation. He noted that there are no limits on the size of vehicles allowed to enter or leave the site

11. VILLAGE HALL AND PLAYING FIELDS

11.1 Report from Booking Clerk: RM thanked everyone who had kept an eye on the hall while she was on furlough. She has re-arranged the outstanding bookings. Hall reopened today with 1-2-1 dance lessons. The election on 6th May will be held in the hall. Guides hope to return on 13th May, Line dancing early June. Couple of enquiries for new bookings. JP asked about arrangements for the bar. RM said there is a higher fee payable and the hirer has to make the arrangements with The Buck. It is not allowed to bring their own alcohol. HF reported that a professional risk assessment has been carried out by Britannia Safety and Training. Has been circulated and will be on agenda next month for formal

ratification but can be used now with the re-opening of the hall. Will forward to Rachael. This work had been done by Colin Wright for free. A vote of thanks to him

11.2 Hall Maintenance: The stage carpet and bar flooring is due to be laid on Wednesday 21st April. When flooring complete, the Buck can be contacted to replace their stuff and remind them to keep the bar in a clean condition.

11.3 Playing Field Inspection: NK reported all ok. Grass cutters had done a good job. They had accidentally damaged two of the new trees and had replaced them with bigger trees. All the new trees appeared to be healthy. Has replace the missing table tennis balls

11.4 To agree dividing vacant large plot: HF reported that only 2 of the new plots had been taken, had no response from some on the waiting list. Brian Clarke has withdrawn from taking the lease for the large plot and HF suggested dividing into normal size plots and offering to Wymondham who have a big waiting list for their site. NK said there was some concern about people from outside the village having plots. HF reported that some of the current plot holders don't live in the village. Wicklewood residents would still be able to apply. NK suggested using the area as a community orchard with the plan for people to buy their own tree and tend it. LD suggested having 6 new plots and the remainder as orchard. RG expressed concern about loss of income, however these new plots would bring in more than the previous large one. **NK proposed 6 plots and orchard, LD seconded, all agreed.**

11.5 Consider combined Village Hall/Bowling Club sign: RG had requested this item be added on behalf of the Bowling Club. To consider again having a combined sign rather than the Bowling Club erecting a separate sign. The revised proposal is for the parish council to pay the additional cost for a combined sign (£42) rather than the previous 50% requested. JP did not think this should be considered as it was not in the budget and given the wheelie bins signs request. No one proposed to accept this.

11.6 Consider application for hedging/trees from NCCs 1 million trees initiative: Would like to apply to fill in the gaps in the hedging around the proposed permissive footpath. An offer has been received from the guides who would like to be involved in planting. **NK proposed applying for hedging, LD seconded, all agreed**

12. TO CONSIDER AMENDMENTS TO STANDING ORDERS

12.1 To consider lowering procurement amount: JP said he considered that the current nationally approved level of £2,000 before additional quotes were needed was too high and proposed lowering it to £500. There was concern about the additional work this would entail, and also the benefits of using trusted traders. **JP proposed new limit of £500, LD seconded. No other votes. RG proposed staying at current level, JS seconded, NK, RG, AG agreed. Level will remain at £2,000 – NB.** This does not prevent additional quotes being obtained if agreed for specific purposes

12.2 To consider amendment to Standing Orders: Following the previous meeting where concerns were raised that the agreement to the extractor fan was in contradiction to the Standing Orders, clarification had been sought from Norfolk ALC who confirmed that it was acceptable for H&S implications to override our Standing Orders. At the beginning of the Standing Orders it does state that they do not incorporate the many statutory requirements to which council are subject. Therefore no amendment is required.

13. ANY OTHER BUSINESS: None

14. DATE OF FUTURE MEETING: The next meeting will be the Annual Parish Council Meeting on 5th May at 7.30pm via Zoom. Items for the agenda to clerk by 26th April 2021