

You are summoned to a meeting of Wicklewood Parish Council which will be held at Wicklewood Village Hall on **Monday 7th June 2021** at **7.45pm**

Maximum Covid capacity of the meeting is 53 persons. If more people attend then the meeting will be abandoned

Helen Frayer
Parish Clerk
2nd June 2021

A G E N D A

- 1. WELCOME AND APOLOGIES FOR ABSENCE**
- 2. DECLARATIONS OF INTEREST**
- 3. ROLES AND RESPONSIBILITIES OF CLERK**
- 4. PUBLIC FORUM**
- 5. APPROVAL OF THE MINUTES OF THE MEETING HELD ON WEDNESDAY 5TH MAY**
- 6. RATIFICATION OF ACTIONS CARRIED OUT BY CLERK DURING PERIOD WHEN COUNCIL DID NOT MEET:** Log of actions circulated
- 7. TO RECEIVE UPDATE FROM CLERK ON ACTIONS SINCE PREVIOUS MEETING**
- 8. CORRESPONDENCE:**
 - 8.1 Norfolk Local Access Forum – notification of vacancies – Circulated
 - 8.2 George Freeman – Mid Norfolk Flood Partnership – Circulated
 - 8.3 Local resident – Complaint RE condition of Wood Lane – Circulated/on agenda
 - 8.4 Norfolk County Council - Update re 1 Million Trees - Circulated

9. FINANCE

9.1 Accounts for Payment

Salaries	Clerk & Booking Clerk	417.67
HMRC	Month 2	72.20
Clerk expenses	Dog signs for allotments, key cutting, wheelie bin stickers, stamps	344.86
Dream Team Cleaning	Cleaning village hall	324.00
Janice Plunket	Internal audit costs	227.50
Norfolk Playing Fields	Annual subscription	20.00
EFire	Fire alarm and emergency lighting service	108.00
Wave	Water rates – Direct debit	11.27
AF Affinity	Electricity – Direct debit	58.73
	TOTAL	£1,584.23

8.2 Monthly Receipts and Payments Report

	Current	Premium	Total
Balance b/f	23,750.57	15,001.52	38,752.09
Total receipts to 30.5.21	9,228.22	0.00	9,228.22
	32,978.79	15,001.52	47,980.31
Total payments to 30.5.21	13,060.70	0.00	13,060.70
	19,918.09	15,001.52	34,919.61
Inter Account Transfers	-2,937.68	+2,937.68	0.00
Closing Balance	16,980.41	17,939.20	34,919.61

Money received includes half year precept, JRS and delegated grass cutting payment

10. ANNUAL GOVERNANCE STATEMENTS: To approve Annual Governance Statements 2020/21

11. HIGHWAYS

- 11.1 To receive report from Highways Officer
- 11.2 Wheelie bin stickers update – to decide how to promote
- 11.3 To consider response to complaints about the condition of Wood Lane (see correspondence)

12. PLANNING

- 12.1 **Application:** 2021/1025 Location: 85 High St – Non material amendment, replacement of window with bi-fold door
- 12.2 2021/1076 Location: Land north east of Hackford Rd – Proposal: erection of nine dwellings with associated access and landscaping
- 12.3 **Decision:** 2021/0639 Location: 27 Low Street - Proposal: Removal of existing side extension and replace with new - Approval with conditions
- 12.4 2021/003 Location: 10 St Georges – Replacement of central arched Georgian window and door – Approval with conditions
- 12.5 2021/0795 Location 76 High St – Single storey extension – Approval with conditions

12. VILLAGE HALL, PLAYING FIELDS, ALLOTMENTS

- 12.1 Booking clerk's report
- 12.2 Hall maintenance items
- 12.3 Report from playing field inspection
- 12.4 To appoint playing field inspector following the resignation of Cllr Kemp from this role
- 12.5 To approve payment for playing field inspection training for newly appointed inspector
- 12.6 To consider re-joining Community Action Norfolk (CAN) Annual subs £20, this would give £20 reduction on the training authorised above
- 12.7 Report from allotment inspection
- 12.8 Update re the community orchard
- 12.9 To consider Bowls Club proposal for a combined sign on existing Highways signs, north and south of village hall driveway

13. PROPOSED BUS SHELTER

- 13.1 To consider responses from bus shelter survey
- 13.2 Consider received quotes

14. ANY OTHER BUSINESS

15. DATE OF FUTURE MEETINGS

The next meeting will be 5th July 2021. Items for the agenda to be sent to clerk by 25th June 2021