

You are summoned to a meeting of Wicklewood Parish Council which will be held at Wicklewood Village Hall on **Monday 7th February 2022 at 7.45pm**

Helen Frayer
Parish Clerk

1st February 2022

A G E N D A

- 1. WELCOME AND APOLOGIES FOR ABSENCE** and to acknowledge the late Gerald Neave and his many years of service to the Parish Council and Poor's Firing Charity
- 2. CO-OPTION OF NEW COUNCILLOR**
- 3. DECLARATIONS OF INTEREST**
- 4. PUBLIC FORUM (3 min max per person, max 15 mins total)**
 - 4.1 Reports from County and District Councillors**
- 5. APPROVAL OF THE MINUTES OF THE MEETING HELD ON WEDNESDAY 6th DECEMBER**
- 6. TO RECEIVE UPDATE FROM CLERK ON ACTIONS SINCE PREVIOUS MEETING**
- 7. CORRESPONDENCE**
 - 7.1 Wymondham Town Council – Neighbourhood plan consultation – circulated
 - 7.2 Transport East – Consultation on regional transport plan – circulated
 - 7.3 Anglian Water – Response to concerns re new sewer pipe - circulated
 - 7.4 R Beales – Request to put bee hives on community orchard – circulated and on agenda
 - 7.5 Priscilla Bacon Hospice – request for funding -available to view, on agenda

8. FINANCE

8.1 Monthly payment reports

These payments made in January after email consultation with councillors

Salaries	Clerk & Booking Clerk	430.32
HMRC	Month 9	72.20
Clerk expenses	Mileage	8.10
Dream Team Cleaning	Cleaning village hall	259.60
The Net	Annual advert	50.00
EDF Energy	Electricity in hall DD	54.90
Various	Refunds of booking deposit	100.00
	TOTAL	£975.12

These payments to be authorised this month

Salaries	Clerk & Booking Clerk	430.32
HMRC	Month 10	72.20
Clerk expenses	Carbon monoxide/smoke detector, Payroll site annual fee	113.28
Dream Team Cleaning	Cleaning village hall	324.00
ICO	Data Protection annual fee DD	35.00
Affinity	Final electric invoice from previous supplier - DD	78.02

EDF	Electric - DD	66.51
Graves	Hog Roast deposit – pd by N Kemp	100.00
Various	Refunds of booking deposit	250.00
	TOTAL	£1,469.33

8.2 Monthly Receipts and Payments Report

	Current	Premium	Total
Balance b/f	15,107.15	25,763.49	40,870.64
Total receipts to 31.1.22	2,674.41	0.61	2,675.02
	17,781.56	25,764.10	43,545.66
Total payments to 31.1.22	3,846.44	0	3,846.44
	13,935.12	25,764.10	39,699.22
Inter Account Transfers	-3,279.00	+3,279.00	0
Closing Balance	10,656.12	29,043.10	39,699.22

8.3 To approve appointment of Internal Auditor

9. HIGHWAYS

- 9.1 To consider if Highways Officer role continues
- 9.2 Depending on response to 9.1, agree who will deal with the SAM2 signs
- 9.3 To receive notifications of highways faults to be reported
- 9.4 To agree removal of hedge on verge outside 101 High Street

10. PLANNING

- 10.1 To consider Planning Application Process document
- 10.3 **Decisions:** 2021/2297 – Rosewall Barn, The Green – Approval with conditions

11. VILLAGE HALL, PLAYING FIELDS, ALLOTMENTS

- 11.1 Booking clerk's report
- 11.2 Hall maintenance items
- 11.3 Report from playing field inspection
- 11.4 Report from allotment inspection
- 11.5 Update on Community Orchard

12. JUBILEE CELEBRATION

- 12.1 To set up committee to plan event
- 12.2 To consider any initial plans, timing etc

13. CONSIDER PROPOSAL FOR RESPONSES TO CORRESPONDENCE

- 13.1 To consider allowing bee hives on community orchard
- 13.2 To consider donation request from Priscilla Bacon Hospice

14. ANY OTHER BUSINESS

- 15. **DATE OF FUTURE MEETING:** The next meeting will be at 7.45 on 7TH March. Agenda items to Clerk by 28th February.