

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

Helen Frayer
Parish Clerk
1st March 2022

A G E N D A

- 1. WELCOME AND APOLOGIES FOR ABSENCE**
- 2. DECLARATIONS OF INTEREST**
- 3. PUBLIC FORUM (3 min max per person, max 15 mins total)**
 - 3.1 Reports from County and District Councillors**
- 4. APPROVAL OF THE MINUTES OF THE MEETING HELD ON WEDNESDAY 7th FEBRUARY**
- 5. TO RECEIVE UPDATE FROM CLERK ON ACTIONS SINCE PREVIOUS MEETING**
- 6. CORRESPONDENCE**
 - 6.1** Norfolk Local Access Forum – seeking new members – circulated
 - 6.2** Margaret Dewsbury – Platinum Jubilee tree planting – circulated and on agenda
 - 6.3** Citizens Advice Bureau – seeking new volunteers and trustees - circulated
- 7. FINANCE**
 - 7.1** Monthly payment reports

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Salaries	Clerk & Booking Clerk	430.32
HMRC	Month11	72.20
Clerk expenses	Mileage	8.10
Dream Team Cleaning	Cleaning village hall + supplies	296.49
Anglia Water	Water rates DD	49.98
SNC	Dog bins DD	265.44
Various	Refunds of booking deposit	100.00
	TOTAL	

7.2 Monthly Receipts and Payments Report

	Current	Premium	Total
Balance b/f	10,656.12	29,043.10	39,699.22
Total receipts to 24.2.22	1,829.88	0.00	1,829.88
	12,486.00	29,043.10	41,529.10
Total payments to 24.2.22	1,325.58	0.00	1,325.58
	11,160.42	29,043.10	40,203.52
Inter Account Transfers	-1,730.00	+1,730.00	0.00
Closing Balance	9,430.42	30,773.10	40,203.52

- 7.3** Pay Scales - To note increase in pay scales for Clerk and Booking Clerk backdated to 1.4.21

8. HIGHWAYS

- 8.1** To receive notifications of highways faults to be reported
- 8.2** To give updates on previous reports

9. PLANNING

- 10.1** 2022/0183 - Location: Mere Farm Milestone Lane - Proposal: Erection of agricultural storage barn.

10. VILLAGE HALL, PLAYING FIELDS, ALLOTMENTS

- 10.1** Booking clerk's report
- 10.2** To consider agreeing request from hall hirer to continue past midnight on New Year's Eve
- 10.3** Hall maintenance items – Check if septic tank needs emptying
- 10.4** Report from playing field inspection
- 10.5** To consider if moss treatment is required
- 10.6** Report from allotment inspection
- 10.7** To consider placing of bee hives

11. JUBILEE CELEBRATION

- 11.1** Update from sub committee
- 11.2** To agree applying for grant from SNC
- 11.3** To agree where any profit will be spent
- 11.4** To consider a commemorative gift for the children

12. CONSIDER PROPOSAL FOR RESPONSES TO CORRESPONDENCE

- 12.1** To consider planting a tree to commemorate Platinum Jubilee

13. TO AGREE REVISED RISK ASSESSMENTS: Revised re online banking and licence issues

14. ANY OTHER BUSINESS

15. DATE OF FUTURE MEETING: The next meeting will be at 7.45 on 4th April. Agenda items to Clerk by 26th March.