

# WICKLEWOOD PARISH COUNCIL

**Minutes of the Annual Parish Council meeting** held in Wicklewood Village Hall on Monday 13<sup>th</sup> June, 2022

**Present:** John Seville (JS) Chair, Louise Downton (LD), Richard Goodings (RG), John Hipperson (JH), Stephen Brown (SB), Nick Kemp (NK)

**In attendance:** Helen Frayer (HF) Parish Clerk, Margaret Dewsbury (MD) County Councillor

## **30. WELCOME AND APOLOGIES FOR ABSENCE**

The Chair welcomed all to the meeting. Apologies received from Joel Pailes, Richard Elliot and Rachael Mold

## **30. DECLARATION OF INTERESTS:** None declared

## **31. PUBLIC FORUM:**

- A local resident congratulated Louise Downton and the rest of the team responsible for putting on the Jubilee event.
- A local resident reported that the Community Speed Watch scheme now has 10 volunteers and police will deliver training on 29<sup>th</sup> July and the scheme will then go live. They will aim for 3 sessions at least per week at the 4 police approved locations. JS thanked him for his work in organising this
- A local resident asked when the track between the last allotments and the orchard would be cut. It is the responsibility of plot holders to maintain the areas of track around each of their plots. He will feed this back to the allotment holders.
- JS asked MD if there was any update re the hedge in Church Lane. She reported that she had contacted Highways about it but has no further update

## **32. APPROVAL OF MINUTES OF MEETING HELD ON MONDAY 9<sup>th</sup> MAY 2022: LD proposed to accept the Minutes as correct, seconded by SB, all agreed**

**33. TO RECEIVE UPDATE FROM CLERK ON ACTIONS SINCE PREVIOUS MEETING:** HF reported that the problem with the website has been resolved. The broken pallet under the grit box has been reported, no further update received. The householder at 30 High Street has been written to re the hedge growing over the road. Planning have responded to the further correspondence re the fence and gates on Green Lane. They have responded that they consider that the fence is set sufficiently far back that they do not consider it is adjacent to the road and as the road is unclassified, there are no objections to the new gates. Therefore they do not intend to take any action. The new water heater and bucket sink have been fitted. Anglian Water have responded to the correspondence and have now undertaken proper repairs and maintenance tasks. A

bigger holding tank is not currently required but will be reviewed and modelled in future if required. They have agreed funding for a standby generator in cases of power failure in the next financial year. Councillors agreed this was all a positive response. JS proposed that we write again to ask when the budget starts and when the generator will be provided and is there anything else that can be done in case of mechanical failure. All agreed for further correspondence.

### 35. CORRESPONDENCE:

- 35.1 Go East Anglia re new bus shelter and timetable – Noted
- 35.2 Norfolk Parish Movement for OTN – circulated and on agenda

### 36. FINANCE

#### 36.1 ACCOUNTS FOR PAYMENT including late invoices not on agenda

Salaries	Clerk & Booking Clerk	511.02
HMRC	Month 2	78.80
Clerk expenses	Mileage, blind hangers, hazard tape, padlock	58.68
Dream Team Cleaning	Cleaning village hall	379.54
E Fire	Fire alarm service	123.62
Community Action Norfolk	Annual subscription	20.00
Norfolk Playing Fields Assc	Annual subscription	20.00
Zurich	Annual insurance	1,351.50
PWLB	Loan - DD	678.36
Wave	Water rates - DD	54.61
G S Mann	Plumbing and providing water heater and bucket sink	840.00
Jeremy Neave	Electrics for water heater	174.00
Westcotec	Bus Shelter	4,047.60
Tim Carver	Verge cutting	120.00
Brian Clarke	Harrowing and seeding orchard	180.00
Various	Refunds of booking fees and deposits	425.50
	<b>TOTAL</b>	<b>£9,063.23</b>

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

#### 36.2 MONTHLY RECEIPTS AND PAYMENTS REPORT

	Current	Premium	Total
Balance b/f	<b>32,590.11</b>	<b>12,139.00</b>	<b>44,729.11</b>
Total receipts to 29.5.22	2,149.87	0.00	2,149.87
	<b>34,739.98</b>	<b>12,139.00</b>	<b>46,878.98</b>
Total payments to 29.5.22	4,133.72	0.00	4,133.72
	<b>30,606.26</b>	<b>12,139.00</b>	<b>42,745.26</b>
Inter Account Transfers	-1,649.87	+1,649.87	0.00
<b>Closing Balance</b>	<b>28,956.39</b>	<b>13,788.87</b>	<b>42,745.26</b>

- 37. ANNUAL GOVERNANCE STATEMENT:** The Annual Governance Statement 2021/22 had previously been circulated to councillors and was read out to the meeting. **NK proposed to approve as correct, seconded LD all agreed.**
- 38. THE ACCOUNTING STATEMENT 2021/22:**  
The Accounting Statement had previously been circulated to councillors. **JH proposed its approval, Seconded SB, all agreed.** The council asked for their thanks to be given to the internal auditor, Mrs Janice Plunkett for her very thorough work and to the Clerk for her work with the accounts
- 39. HIGHWAYS:** The hedges at the Old Meeting House on Wymondham Road and Chapel Bell on Crownthorpe Road are growing over the road and with the latter is obscuring the road sign. HF to write to the householders
- 40. PLANNING**
- 40.1 Applications:** 2022/0899 – land at former nursery, High St. Demolition of existing nursery buildings and erection of up to 6 new single storey dwellings. Outline planning permission. Concerns were raised that this site was not one of the preferred sites in the emerging local plan and this application is ahead of the plan process. There were concerns about the lack of information in the application and the loss of what was employment land. **NK proposed submitting these concerns, LD seconded, all agreed**
- 40.2 Decisions:** 2022/0478 & 0573, 2022/0451, 2022/0183 All approved with conditions
- 41. VILLAGE HALL, PLAYING FIELDS AND ALLOTMENTS**
- 41.1 Report from Booking Clerk:** HF read out the report left by RM. Terms and conditions as updated are now in use. The Buck have agreed to fund the replacement of the hot water heater in the bar, using their own contractors who will meet with JS prior to work. The old till in the bar has broken. They have installed their spare till. The School has been using the car park all week as part of their active travel to school programme. Bookings have been quiet in recent weeks, possibly due to issues previously reported with website. **The old till to be disposed of.** There are no teaspoons in the kitchen, **HF to purchase more**
- 41.2. Hall Maintenance:** The removal of the old water heater has left an area on the kitchen wall that needs to be made good. As the tiles are no longer obtainable, JS suggested that a stainless steel sheet incorporating a shelf be fitted to cover the area. He has approached John Roy to make good the decoration and Mr Coldham to provide the stainless steel shelf and requested councillors authorise expenditure up to £60 for John Roy and £80 for the shelf. HF pointed out that the hall maintenance budget is already overspent by £508 but councillors agree that it is important to maintain the good condition of the hall. **NK proposed going ahead, RG seconded, all agreed**
- 41.3 Playing Field Inspection:** LD reported that they had planted some further trees, left over from the plant sale, to replace those that had died. The table tennis bats have disappeared and more are needed. There was discussion about whether to replace them or for people to provide their own. **Agreed that we will replace. HF to order**

**41.4 Report from allotments inspection:** RG reported he had inspected on 17.5.22, no concerns. There have been some thefts. Allotment holders to be advised to either lock up or remove tools when they leave. **NK will contact them**

**41.5 To consider future cleaning of bus shelter:** Agreed to seek quotes from local window cleaners to do twice a year, suggested March and Sept

**42. RESPONSES TO CORRESPONDENCE:** Re the OTN campaign, as the deadline for response is the 14<sup>th</sup>, there is not enough time to compile a response. Individuals may submit personal responses if they wish.

**43. ANY OTHER BUSINESS:**

**43.1** SB reported that there is now a defibrillator available for public use at St Georges opposite the old laundry entrance

**43.2** LD reported that the Jubilee event raised £833 so far with more money to be received. The bulk will go to the play equipment fund, with a donation to the DEC for Ukraine appeal with some kept back for future events. The group plan to hold further fundraising events.

**44. DATE OF FUTURE MEETING:** The next meeting will be at 7.45 on Monday 4<sup>th</sup> July. Agenda items to Clerk by 24<sup>th</sup> June