

You are summoned to a meeting of Wicklewood Parish Council which will be held at Wicklewood Village Hall on **Monday 3<sup>rd</sup> October 2022 at 7.45pm**

*Helen Frayer*  
Parish Clerk  
27<sup>th</sup> September 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 5<sup>th</sup> SEPTEMBER**
- 5. TO RECEIVE UPDATE FROM CLERK ON ACTIONS SINCE PREVIOUS MEETING**
- 6. CORRESPONDENCE**
  - 6.1** NCC – Norfolk Minerals and Waste Local Plan – circulated and on agenda
  - 6.2** Margaret Dewsbury – Norfolk Against Scams Day – circulated and put on local social media
- 7. FINANCE**

**7.1** Monthly payment reports

Salaries	Clerk & Booking Clerk	437.22
HMRC	Month 6	73.80
Clerk's expenses	Mileage, stationery, stamps	59.68
Dream Team Cleaning	Cleaning village hall	353.38
PKF Littlejohn	External audit	240.00
Norfolk PTS	Planning training	110.00
Nick Kemp	Book of Condolence etc	51.95
Various	Return of deposit for hall hire	400.00
	<b>TOTAL</b>	

**7.2** Monthly Receipts and Payments Report

	<b>Current</b>	<b>Premium</b>	<b>Total</b>
Balance b/f	<b>21,916.20</b>	<b>18,902.34</b>	<b>40,818.54</b>
Total receipts to 30.9.22	7,486.72	0.00	7,486.72
	<b>29,402.92</b>	<b>18,902.34</b>	<b>48,305.26</b>
Total payments to 30.9.22	1,933.45	0.00	1,933.45
	<b>27,469.47</b>	<b>18,902.34</b>	<b>46,371.81</b>
Inter Account Transfers	0.00	0.00	0.00
<b>Closing Balance</b>	<b>27,469.47</b>	<b>18,902.34</b>	<b>46,371.81</b>

- 7.3** Annual Audit Report - To receive the return from external auditor
- 7.4** To review budget as at half year
- 7.5** To appoint Internal Auditor

## **8. HIGHWAYS**

- 8.1** To receive notifications of highways faults to be reported

## **9. PLANNING**

- 9.1 Applications:** 2022/1627 - Whitehall Farm Crownthorpe Road Crownthorpe NR18 9EP - Proposal: Retrospective application for combined heat and power units, digestate lagoon and asphalt pad - Application Type: Full Planning Permission
- 9.2** 2022/1702 - Land North West Of Wicklewood Rise - Proposal: Outline application for three single storey detached dwellings with gardens and parking, with all matters reserved except access (resubmission) - Application Type: Outline Planning Permission
- 9.3 Decisions: 2022/1319** – 6 Wicklewood Rise – 1.5 storey extension – Approval with conditions

## **10. VILLAGE HALL, PLAYING FIELDS, ALLOTMENTS**

- 10.1** Booking clerk's report
- 10.2** Hall maintenance items
- 10.3** Report from playing field inspection
- 10.4** Report from allotment inspection

## **11. TO AGREE NOT TO HOLD PARISH COUNCIL MEETINGS IN JANUARY AND AUGUST**

## **12. TO CONSIDER NEXT STEPS FOLLOWING RESIGNATION OF COUNCILLOR**

## **13. TO APPOINT REPRESENTATIVE TO NORFOLK ALC**

## **14. TRAINING:** To agree Clerk attending training on elections

## **15. CONSIDER PROPOSAL FOR RESPONSES TO CORRESPONDENCE**

- 15.** Response to Norfolk Minerals and Waste Local plan

## **16. ANY OTHER BUSINESS**

## **17. DATE OF FUTURE MEETING:** The next meeting will be at 7.45 on 7<sup>th</sup> November 2022. Agenda items to Clerk by 27<sup>th</sup> October

## **18.** After the meeting, the council has an HR matter to discuss from which the public are excluded