

You are summoned to a meeting of Wicklewood Parish Council which will be held at
Wiklewood Village Hall on **Monday 6th February 2023 at 7.45pm**

Helen Frayer
Parish Clerk
31st January 2023

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 MONDAY 5th DECEMBER**
- 5. TO RECEIVE UPDATE FROM CLERK ON ACTIONS SINCE PREVIOUS MEETING**
- 6. CORRESPONDENCE**
 - 6.1** NCC – Greater Norwich Local Plan – consultation on traveller sites – on agenda
 - 6.2** Age Concern – request for funding and volunteers – on agenda
 - 6.3** SNC - South Norfolk Village Cluster Housing Allocations Plan – on agenda
 - 6.4** PCC – Police Budget Consultation – circulated, on website and social media

7. FINANCE

7.1 Monthly payment reports – Ratification of payments made in January

Salaries	Clerk & Booking Clerk (incl back pay)	774.54
HMRC	Month 9	156.94
Clerk's expenses	Mileage, de-icing salt for village hall	52.08
Dream Team Cleaning	Cleaning village hall	283.50
The Net	Advert	50.00
SNC - DD	Repayment of loan	2,100.00
NPTC	New councillor training	60.00
The Payroll Site	Annual fee	93.60
Various	Hall hire deposit return and overpayment	200.00
	TOTAL	£3,770.66

Payments this month

Salaries	Clerk & Booking Clerk	631.34
HMRC	Month 10	100.20
Dream Team Cleaning	Cleaning village hall	371.50
Information Commissioner	Annual fee	35.00
EDF	Electricity	150.14
Various	Hall hire deposit return	211.00
	TOTAL	£1,499.18

7.2 Monthly Receipts and Payments Report

	Current	Premium	Total
Balance b/f	21,089.23	24,564.72	45,653.95
Total receipts	3,030.67	11.90	3,042.57
	24,119.90	24,576.62	48,696.52
Total payments	6,357.76	0.00	6,357.76
	17,762.14	24,576.62	42,338.76
Inter Account Transfers	0.00	0.00	0.00
Closing Balance	17,762.14	24,576.62	42,338.76

8. HIGHWAYS

8.1 To receive notifications of highways faults to be reported

9. PLANNING

9.1 To consider the South Norfolk Village Cluster Housing Allocations Plan

9.2 To consider response to Travellers' sites consultation

10. VILLAGE HALL, PLAYING FIELDS, ALLOTMENTS

10.1 Booking clerk's report

10.2 Maintenance items for village hall – Consider replacement inverter for solar panels

10.3 Consider council's response to hydrotreated vegetable oil heating option

10.4 Report from playing field inspection – repairs to grounds

10.5 Report from allotment inspection

11. TO CONSIDER REVISING HALL HIRE COSTS

12. TO CONSIDER CORONATION EVENT

13. TO ADOPT NEW CODE OF CONDUCT

14. TO CONSIDER RESPONSE TO CORRESPONDENCE

14.1 Request from Age Concern

15. ANY OTHER BUSINESS

16. **DATE OF FUTURE MEETING:** The next meeting will be at 7.45 on 6th March. Agenda items to Clerk by 27th February