

# WICKLEWOOD PARISH COUNCIL

**Minutes of the Parish Council meeting** held in Wicklewood Village Hall on Monday 5<sup>th</sup> December, 2022

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

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

**107. WELCOME AND APOLOGIES FOR ABSENCE**

The Vice Chair welcomed all to the meeting. Apologies received from John Seville

**108. CO-OPTION OF NEW COUNCILLOR**

Hilary Matthews had put herself forward for co-option. **Proposed by SB, seconded LD, all agreed.** HM then signed the Declaration of Acceptance of Office and took her place on the council for the rest of the meeting

**109. DECLARATION OF INTERESTS: None**

**110. PUBLIC FORUM:**

- A local resident raised further concerns about the safety of the recently moved bus stop near Hospital Rd. He considers this is not a safe place to wait particularly in the dark and is particularly concerning with school children using it. This item is on the agenda
- MD had previously sent her report which was circulated to councillors and will be put on the website
- Update re Community Group and play area fundraising. LD reported that she had to stand down from running this group. She had emailed the rest of the group but no one had come forward to run it so the group would be closed. The money raised at the Jubilee event would be split as previously agreed, 60% to play area, 40% to DEC for Ukrainian refugees. Money will be paid to Parish Council to be ring fenced for play area. There was discussion about the future of fundraising for the play area, as there are funding streams available for this purpose but parish councils are exempt from applying for them, only community groups can apply. It was agreed that the school PTA be approached to see if they would take this on, as school children are the main users of the play area and, as an already existing group, they may be able to take this on. **HF to contact.**

**111. APPROVAL OF MINUTES OF MEETING HELD ON MONDAY 7<sup>th</sup> NOVEMBER 2022: SB proposed to accept the Minutes as correct, seconded by JH all agreed**

**112. TO RECEIVE UPDATE FROM CLERK ON ACTIONS SINCE PREVIOUS MEETING:**

- HF reported she had received an update from Adam Mayo the Highways Engineer re Church Lane following their meeting with the solicitors. A plan has been agreed to which the properties would receive formal notification including timescales for action. MD gave further update that the notification letter will have been received by now. Due to the Xmas break, the period for response/action had been extended to the 2<sup>nd</sup> week in January. If the householder has not taken action by then, then Highways will step in and do the necessary work by the end of January.
- HF had reported to Highways that the drains on the High Street that are blocked by chippings. These are now scheduled for clearing. The gully on Wymondham Rd that was reported as being blocked by leaves was inspected and running clear at the time of inspection.
- HF has emailed Adam Mayo re the issue with the hedge and ditch on High Oaks Rd and the repositioning of the 30mph sign on Wymondham Rd with no reply yet.

**113. CORRESPONDENCE:** Wymondham Neighbourhood Plan consultation circulated and on agenda**114. FINANCE****114.1 ACCOUNTS FOR PAYMENT** including late invoices

Salaries	Clerk & Booking Clerk (incl back pay) + backpay for prev Booking Clerk	861.28
HMRC	Month 8	168.92
Clerk's expenses	Mileage	8.10
Dream Team Cleaning	Cleaning village hall	324.00
E Fire	Fire alarm and emergency lighting service	167.76
Maran cleaning – DD	Clean bus shelter	20.00
WAVE - DD	Water Rates	140.52
Various	Hall hire deposit return	100.00
Tim Carver	Verge cutting	120.00
AF Affinity - DD	Heating oil	440.90
	<b>TOTAL</b>	<b>£2,351.48</b>

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

**114.2 MONTHLY RECEIPTS AND PAYMENTS REPORT**

	Current	Premium	Total
Balance b/f	<b>21,405.39</b>	<b>24,564.72</b>	<b>45,970.11</b>
Total receipts	2,458.81	0.00	2,458.81
	<b>23,864.20</b>	<b>24,564.72</b>	<b>48,428.92</b>
Total payments	2,774.97	0.00	2,774.97
	<b>21,089.23</b>	<b>24,564.72</b>	<b>45,653.95</b>
Inter Account Transfers	0.00	0.00	0.00
<b>Closing Balance</b>	<b>21,089.23</b>	<b>24,564.72</b>	<b>45,653.95</b>

**114.3 To agree new contract with TTSR:** Quote has been received with the increase in line with what had previously been advised and budgeted for. The council are very pleased with the quality of their work. **SB proposed accepting quote, JH seconded, all agreed.** JS had previously asked the clerk to get a quote for TTSR to include cutting the allotment track and orchard, awaiting this further quote

**115. HIGHWAYS:**

**115.1 Bus Stop on Wymondham Road:** Steve Royal, the Network Manager from Konect Bus was invited to speak. In response to complaints he had received from the resident of Bramble Cottage about people waiting for the bus at the end of their driveway, he had moved the stop. However, the new position was really not suitable and there were real concerns for safety. This is a 'hail and ride' service where the bus can be hailed to stop anywhere, but there needs to be a suitable place to wait. If a formal bus stop were to be put in, then regulations require that an extensive area of hard standing has to be installed on both sides of the road. After discussion it was agreed that the most appropriate place was the verge to the left of the driveway to Bramble Cottage outside Cherry Tree Cottage. Steve Royal will reposition the sign and HM offered to speak to the resident of this property as she knows her.

**115.2 To receive notifications of highways faults:** None received

**115.3 To consider possible actions re crossing the road at top of High Street:** There are concerns when people cross at the dropped kerb as it is very close to the junction and some vehicles come round the corner at speed. After discussion it was considered that people should take a commonsense approach and either cross further away from the junction or go right up to the corner where the visibility is now very good and it can be seen if the road is clear.

**116. PLANNING**

**116.1 2022/1627 – Whitehall Farm,** revised application with noise report. The Council have already responded following email exchange, listed here for information

**117. VILLAGE HALL, PLAYING FIELDS AND ALLOTMENTS**

**117.1 Report from Booking Clerk:** TP reported that two of the regular users have now dropped out, on Monday morning and Thursday morning. She has advertised the vacant spots but no takers yet although there were some enquiries. She will re-advertise after Christmas. No other issues

**117.2 Playing Field Inspection:** LD reported that some of the equipment is starting to show its age. The bench has rust patches and will need repainting in the spring. A bolt is missing from the seesaw, RG offered to deal. She will not replace the bats and balls for the table tennis until spring. She has also been carrying out the regular checks on the defibrillator, all fine.

**117.3 Report from allotments inspection:** RG reported he had inspected on 25<sup>th</sup>. All satisfactory. He was doing the risk assessment.

**118. RESPONSES TO CORRESPONDENCE:**

**118.2 Wymondham Neighbourhood Plan:** This had been previously circulated to councillors and it was not felt that there was any response required from the parish council. It is a public consultation so members of the public can respond if they wish.

**119. TO CONSIDER JOINING GOV.UK PILOT EMAIL SCHEME:** It was agreed that the parish council would indicate their interest in joining the pilot depending of confirmation of any cost.

**120. ANY OTHER BUSINESS:** None

**121. DATE OF FUTURE MEETING:** The next meeting will be at 7.45 on Monday 6<sup>th</sup> February 2023 as it had previously been decided not to hold meetings in January. Agenda items to Clerk by 27<sup>th</sup> January