

You are summoned to the Parish Council meeting of Wicklewood Parish Council which will be held at Wicklewood Village Hall on **Monday 3rd July 2023 at 7.45pm**

Helen Frayer
Parish Clerk
27th June 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 JUNE
5. TO RECEIVE UPDATE FROM CLERK ON ACTIONS SINCE PREVIOUS MEETING
6. 6.1 NCC – Request to sign Armed Forces Pledge – circulated and on agenda
6.2 NCC - GNLP Gypsies and Travellers, Travelling Show People and Residential Caravans Hearing - circulated

7. FINANCE

7.1 Monthly payment reports

Salaries	Clerk & Booking Clerk	562.92
HMRC	Month 3	101.80
Clerk's expenses	Mileage, table tennis bats, printer toner	56.84
Dream Team Cleaning	Cleaning village hall	324.00
Play Safety	Playing field RoSPA inspection	110.00
E Fire	Fire alarm and emergency light service	108.00
NPTS	Training -planning and induction	115.00
Norfolk ALC	Training – planning	45.60
Power Different	Replacement inverter for solar panels	843.73
Various	Hall hire deposits returned	398.00
	TOTAL	£2,665.89

7.2 Monthly Receipts and Payments Report

	Current	Premium	Total
Balance b/f	6,386.88	43,607.12	49,994.00
Total receipts to 25.6.23	1,944.73	81.96	2,026.69
	8,331.61	43,689.08	52,020.69
Total payments to 25.6.23	1,373.87	0.00	1,373.87
	6,957.74	43,689.08	50,646.82
Inter Account Transfers	-4,000	+4,000	0.00
Closing Balance	2,957.74	47,689.08	50,646.82

8. HIGHWAYS

- 8.1** To receive notifications of highways faults to be reported
- 8.2** To receive update of site visit with Highways Engineer

9. PLANNING

- 9.1 Application:** 2023/1510 – Land west of Green Lane – Change of use of land to a residential travellers site for one mobile home – Application type: Full Planning Permission
- 9.2** 2022/1627–Whitehall Farm, Crownthorpe Rd–Amended retrospective application for combined heat and power units, digestate lagoon and asphalt pad
- 9.3 Decisions:** 2022/0512 – Land north of Crownthorpe Rd – Outline application for two self build dwellings including extension to town allotments and footbridge link - Refusal
- 9.3** 2023/0418 – 8 St Georges – Retention of a previously removed flooring – Approval with conditions

10. VILLAGE HALL, PLAYING FIELDS, ALLOTMENTS

- 10.1** Booking clerk's report
- 10.2** To reconsider the commercial hire rate, booking form and booking process
- 10.3** Hall maintenance items
- 10.4** Report from playing field inspection – review of RoSPA inspection
- 10.5** Report from allotment inspection
- 10.6** Approval of letter to neighbouring properties re unauthorised use of parish council land
- 10.7** To consider having a textile recycling bank

11. TO CONSIDER PUBLISHING ON VILLAGE WEBSITE THE ROLES AND RESPONSIBILITIES OF THE PARISH COUNCIL

12. TO CONSIDER RESPONSE TO CORRESPONDENCE: Re Armed Forces Pledge

13. ANY OTHER BUSINESS

14. DATE OF FUTURE MEETING: The next meeting will be at 7.45 on **4th September**. Agenda items to Clerk by 24th August