

WICKLEWOOD PARISH COUNCIL

Minutes of the Parish Council meeting held in Wicklewood Village Hall on Monday 3rd July, 2023

Present: John Seville (JS) Chair, Nick Kemp (NK) Vice Chair, Richard Goodings (RG), John Hipperson (JH), Stephen Brown (SB), Hilary Matthews (HM), Danny Clarke (DC)

In attendance: Helen Frayer (HF) Parish Clerk, Richard Elliot (RE) District Councillor, Tina Phillips (TP) Booking Clerk

45. WELCOME AND APOLOGIES FOR ABSENCE:

The Chair welcomed all to the meeting.

46. DECLARATION OF INTERESTS: None

47. PUBLIC FORUM:

47.1 Resident expressed his frustration that the application for the travellers site on Green Lane had been resubmitted. It is virtually the same application so the previous statements re electricity, water and treatment plant being installed are as untrue now as they were before, likewise the assertion that work has not yet started and no priority species are affected are also incorrect. The main objection previously from Highways that Green Lane was not suitable for additional development still remains the same and is equally valid. The development is outside the development boundary and impacts on sensitive heritage landmarks. The applicant has stated that he has property elsewhere so it is an aspirational move. The new ecological survey carries a strong caveat over findings in that it was a very brief and limited survey and likely to have missed numerous species. Indeed the clearance that has already taken place has already caused detrimental biodiversity impact and the applicant continues to grub out remaining hedgerows. JS said his comments would be considered by the council.

47.2 Resident said the orchard was looking a mess and very overgrown and it appeared that it was just grass seed that had been sown as there were no wild flowers. JS said the plan was to cut in July as was usual for a meadow and wildflowers took time to establish.

48. APPROVAL OF MINUTES OF MEETING HELD ON MONDAY 5th JUNE. NK proposed to accept the Minutes as correct, seconded by HM all agreed

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

49.1 HF reported that she was rescinding the agreement to circulate the bank statements due to GDPR issues.

49.2 Update on Church Lane issue was that it was still with the legal team, no further update received.

49.3 No replies received yet from Anglian Water or George Forman re pumping station.

49.4 Other actions will be on September agenda

50. FINANCE

50.1 ACCOUNTS FOR PAYMENT including late invoices

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 – typo on agenda corrected	111.00
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
TTSR	Cutting playing field	434.53
	TOTAL	£3,101.42

Resolved: That all accounts as presented be paid. Proposed SB, seconded DC, all agreed

50.2 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

HF commented on the high interest received this quarter after years of minimal amounts

51. HIGHWAYS:

51.1 RG reported that recent repairs to High Oaks Rd appeared to have been done well

51.2 JS updated on the site meeting that he and JH had recently had with Adam Mayo the Highways Engineer. They had looked at various locations where issues had been highlighted. Various issues were identified to be dealt with. The issue with the hedge on High Oaks Lane was now being dealt with between Highways and the landowner

52. PLANNING:

52.1 Application: 2023/1510 Land west of Green Lane – Change of use of land to a residential travellers site for one mobile home. JS reported that this application is virtually the same as the previous application with very little new documentation. The parish council agreed with the points raised by the member of the public. **NK proposed objecting in line with the issues raised. SB seconded, all agreed**

52.2 2022/1627 Whitehall Farm – Amended retrospective application for combined heat and power units, digestate lagoon and asphalt pad: JS reported that an amendment had been submitted on the noise survey and also an objection from Rural England re

the light pollution. Nothing appears to have changed re the noise survey. The village area previously had a very low background noise, way below the standard and the parish council should repeat their demand that noise mitigation measures must be installed to reduce the background noise back to the low levels previously enjoyed, not just the national standard. **NK proposed this response, DC seconded, all agreed.**

52.3 Decisions: 2022/0512 – Refused. 2023/0418 – Approved. Both noted

53. VILLAGE HALL, PLAYING FIELDS AND ALLOTMENTS

53.1 Report from Booking Clerk: TP reported that bookings were slow at the moment. She has re-advertised on social media, no response. Defib checked 3/7/23 all in order

53.2 To reconsider the commercial hire rate, booking form and booking process: SB said he had concerns that the definition of commercial booking is not sufficiently clear. It relies too much on the hirer giving accurate information and there is too much ambiguity. What is the rationale of 30+ people. This could also cause problems as numbers attending may well not be known at the time of booking and would we be in a position of charging more if numbers were larger or being asked for a refund if numbers were lower than expected. JS reported that this was an opportunity to increase the hall income as since 19/20 the hall income/expenses had been showing a loss. HF reported this was mainly due to the loan for the replacement roof. JS had added further clarity to a revised booking form. **NK proposed trialling the new rate and booking form for 6 months and if the booking clerk was unsure on any booking then she should consult the chair and vice chair for a decision. DC seconded. SB and HM disagreed, the other councillors agreed. HM asked for a breakdown of hall income/costs. HF to circulate**

53.3 Maintenance items in hall: Nothing new reported

53.4 Playing Field Inspection: NK reported he had inspected the playing field: the wooden bench was in very poor condition and needed removing. He agreed to remove it. It was suggested that a local resident may be interested in donating a memorial bench for a loved one. **To be promoted in The Net.** There is some minor wear and tear on equipment and to consider budgeting next year for a re-paint. **He will contact the table tennis manufacturer to see if they could provide corner covers for the missing ones.** The RoSPA inspection had only picked up minor issues that have been raised before.

53.5 Report from allotments inspection: RG reported he had inspected on 27th June. All satisfactory apart from plot 22 which doesn't appear to have been worked this season and is overgrown. **HF to contact plot holder**

53.6 Approval of letter to neighbouring properties re unauthorised use of parish council land. Following an incident when rubble had been placed on the plot by the hall, JS suggested writing to neighbouring properties to remind them this was not permitted. The incident has been resolved and was a one off. Councillors did not feel that a letter to all was required.

53.7 To consider having a textile recycling bank: NCC are looking for sites. As we already have one, another not required

- 54. TO CONSIDER PUBLISHING ON VILLAGE WEBSITE THE ROLES AND RESPONSIBILITIES OF THE PARISH COUNCIL:** SB suggested that this would be helpful. Various examples of what other parishes publish did had been circulated. JS stated that he had consulted NALC and they had recommended their official publications All About Local Councils and the Good Councillors Guide. Councillors felt these were too detailed and more aimed at councillors than the public. **NK proposed that we have a statement on the front page with links to the official publications for those who want more information. SB seconded, all agreed. HF to draft statement for approval at next meeting**
- 55. TO CONSIDER RESPONSE TO CORRESPONDENCE:** Re Armed Forces Pledge. **JH proposed it was not relevant to Wicklewood, SB seconded, all agreed**
- 56. ANY OTHER BUSINESS:**
- 56.1** HF flagged up that there is a possibility that the new Martyns Law going through Parliament, may impact on premises with capacity for 100+ in terms of terrorist preventative measures.
- 56.2** JS stated that when the risk assessments are reviewed at the next meeting, we need to include one for the SAM signs. **HF to draft and send to SB**
- 57. DATE OF FUTURE MEETING:** The next meeting will be the 7.45 on Monday 4th September 2023. Agenda items to Clerk by 24th August

DRAFT