

You are summoned to the Parish Council meeting of Wicklewood Parish Council which will be held at Wicklewood Village Hall on **Monday 4th September 2023** at **7.45pm**

Helen Frayer
Parish Clerk
29th August 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 3rd JULY**
- 5. TO RECEIVE UPDATE FROM CLERK ON ACTIONS SINCE PREVIOUS MEETING**
- 6. 6.1** SNC – Re Public Space Protection Order consultation – circulated and on agenda
6.2 South Norfolk Flexibus consultation update – circulated
6.3 George Freeman MP – response from Anglian Water re pumping station – circulated and on agenda
- 7. FINANCE**
 - 7.1** Monthly payments made in August to be formally ratified

| | | |
|---------------------|--|------------------|
| Salaries | Clerk & Booking Clerk | 562.92 |
| HMRC | Month 4 | 101.80 |
| Clerk's expenses | Mileage, condolence card | 11.10 |
| Dream Team Cleaning | Cleaning village hall | 405.00 |
| Tim Carver | Cutting verges – invoices 2 & 3 | 240.00 |
| E Fire | Extinguishers service | 118.20 |
| Nick Kemp | Replacement parts for table tennis table | 57.00 |
| | TOTAL | £1,496.02 |

Monthly payment reports for September

| | | |
|---------------------|-----------------------|------------------|
| Salaries | Clerk & Booking Clerk | 562.92 |
| HMRC | Month 5 | 101.80 |
| Dream Team Cleaning | Cleaning village hall | 338.70 |
| Wave | Water rates | 203.56 |
| | TOTAL | £1,206.98 |

7.2 Monthly Receipts and Payments Report

| | Current | Premium | Total |
|-----------------------------|-----------------|------------------|------------------|
| Balance b/f | 2,957.74 | 47,689.08 | 50,646.82 |
| Total receipts to 24.08.23 | 2,866.00 | 0.00 | 2,866.00 |
| | 5,823.74 | 47,689.08 | 53,512.82 |
| Total payments to 24.08 .23 | 4,748.88 | 0.00 | 4,748.88 |
| | 1,074.86 | 47,689.08 | 48,763.94 |
| Inter Account Transfers | +3,000 | -3,000 | 0.00 |
| Closing Balance | 4,074.86 | 44,689.08 | 48,763.94 |

8. HIGHWAYS

8.1 To receive notifications of highways faults to be reported

9. PLANNING

9.1 **Applications** received after last meeting and dealt with via email exchange outside of the meeting: 2023/1697, 2023/1923, 2023/1809, 2023/1648, 2022/0899.

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 To consider TTSR's offer for additional tasks
- 10.5 Report from allotment inspection

11. TO AGREE DRAFT DOCUMENT RE DETAILS OF PARISH COUNCIL BE PUBLISHED ON VILLAGE WEBSITE

12. TO REVIEW AND APPROVE ALL RISK ASSESSMENTS

13. TO REVIEW ACCESSIBILITY STATEMENT AND ACCEPT QUOTE FROM NORFOLK ALC TO CARRY OUT ACCESSIBILITY REVIEW

14. TO AGREE PLANNING POLICY TO DELEGATE AUTHORITY TO CLERK FOR RESPONSES TO APPLICATIONS RECEIVED OUTSIDE OF THE MEETING

15. TO CONSIDER RESPONSE TO CORRESPONDENCE:

- 15.1 PSPO Consultation
- 15.2 Anglian Water's response to George Freeman MP

16. ANY OTHER BUSINESS

17. **DATE OF FUTURE MEETING:** The next meeting will be at 7.45 on **2ND October**. Agenda items to Clerk by 22nd September