

WICKLEWOOD PARISH COUNCIL

Minutes of the Parish Council meeting held in Wicklewood Village Hall on Monday 6th November, 2023

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

In attendance: Helen Frayer (HF) Parish Clerk, Tina Phillips (TP) Bookings Clerk

87. WELCOME AND APOLOGIES FOR ABSENCE:

The Chair welcomed all to the meeting. Apologies received from John Hipperson, Margaret Dewsbury and Richard Elliot

88. DECLARATION OF INTERESTS: None

89. PUBLIC FORUM:

89.1 A resident asked if there was any further update on the situation with the hedge in Church Lane. HF to contact Highways for update

89.2 A resident asked why the ditch was being filled in along the High Street. JS replied that it was private land being dealt with by the landowner

89.3 A resident wanted to draw attention to the regular monthly coffee mornings that are held at the Cherry Tree on a Wednesday from 10-12 in aid of a variety of good causes. It would be good to see more people attend

90. APPROVAL OF MINUTES OF MEETING HELD ON MONDAY 2nd OCTOBER. SB pointed out an error on para 83 which should be read £7.5k. **After this alteration SB proposed accepting Minutes, DC seconded, all agreed.**

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

91.1 HF reported she had emailed Highways re the issue with the swept chippings, no response.

91.2 HF has notified the Environment Agency and the Planning department re the issues at the pumping station

91.3 All other actions had been completed with no further feedback

92. CORRESPONDENCE:

92.1 Norfolk ALC – NCC Budget consultation – circulated - noted

92.2 George Freeman MP- Mid Norfolk Flood Partnership – circulated - noted

92.3 Greater Norwich Local Plan – update – circulated - noted

92.4 George Freeman MP – response re Anglian Water – circulated and on agenda

9.3 FINANCE

93.1 ACCOUNTS FOR PAYMENT: including late invoices

Salaries	Clerk & Booking Clerk	562.92
HMRC	Month 7	101.80
Clerk's expenses	Mileage, laminator, printer, stamps, paper, laminating pouches	97.22
Dream Team Cleaning	Cleaning village hall	412.49
Tim Carver	Cuts 5 & 6	240.00
Brian Clarke	Verge and hedge cutting	1140.00
TTSR	Playing field cutting	434.53
EDF	Electricity – DD	116.39
SNC	Dog Bins – DD	297.29
Various	Return of hall deposits	300.00
	TOTAL	3,702.64

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

93.2 MONTHLY RECEIPTS AND PAYMENTS REPORT

		Current	Premium	Total
Balance b/f		4,233.20	44,811.02	49,044.22
Total receipts to 30.10.23		5,728.00	0.00	5,728.00
Hall hire	1,763.00			
Hall Deposit	100.00			
Allotments	465.00			
Precept less loan	3,400.00			
		9,961.20	44,811.02	54,772.22
Total payments to 30.10.23		2,702.40	0.00	2,702.40
		7,258.80	44,811.02	52,069.82
Inter Account Transfers		-4,000.00	+4,000.00	0.00
Closing Balance		3,258.80	48,811.02	52,069.82

93.3 TO AGREE QUOTES FROM CONTRACTORS FOR VERGE/HEDGE CUTTING FOR

COMING YEAR: Tim Carver is increasing his charge from £120 to £125 for the coming year and Brian Clarke is increasing by 5%. **HM proposed accepting quotes, NK seconded, all agreed.** TTSR have quoted £50 per cut to do the allotments. Will check if Tim intends to quote

93.4 TO AGREE INSTALLATION OF CAVITY WALL INSULATION: Three quotes have been received, 1 for beads, 2 for the blown fibreglass wool. SB commented that research indicated the beads were more effective. The quote for the beads was the cheapest but it was noticed that it was possibly an error in the total as it was less than their original quote prior to adding in the party wall. HF to check this. As there is sufficient in the contingency fund it would be prudent to get this done this year. JS commented that it should wait until spring to enable the re-pointing to be carried out.

93.5 TO CONSIDER NEW HEATING SYSTEM: Two quotes have been received. One is a full detailed project proposal, the other is purely a financial quote. Nothing heard from 3rd company. Need more information from the 2nd company: description of operation and proposals in respect of the grant. Heat calculations, expected running costs, guarantee, kilowatt rating. Sub committee will then consider the options and report back to the full

council. NB. The day after the meeting the 3rd company emailed that they were not intending to quote.

93.6 TO CONSIDER THE FIRST DRAFT OF THE BUDGET FOR 2024/25: HF had circulated the first draft and asked if any councillors had any items they wanted to include for the coming year. If it was agreed to go ahead with the new heating system in the coming year, there would be a shortfall from the ringfenced money and government grant. JS suggested investigating a PWLB loan. HF said the council could consider using some of the £15,000 reserves for this, which could then be made up the following year when the two loans end. Final budget to be put to council for approval at next meeting.

94. HIGHWAYS:

94.1 JS said the High Street pavement needed sweeping again as there were a lot of loose chippings on it again

94.2 NK said that parts of the pavement along Hackford Road and Hillside Crescent had been patched but that the bits in between needed repair

HF to report both issues to Highways

95. PLANNING:

95.1 Decision: 2022/1878 – 15 St Georges – New internal floor and changes to layout – Approved with conditions

95.2 Application and Decision: 2023/2895 – Whitehall Farm - Agricultural general purpose building – Prior approval not required (Delegated)

95.3 Decision: 2023/2406 – Whitehall Farm – Proposed surface water reservoir - Withdrawn (Delegated)

All noted. No actions

96. VILLAGE HALL, PLAYING FIELDS AND ALLOTMENTS

96.1 Report from Booking Clerk: TP reported the defibrillator has been inspected 6/11/23, all in order. She has updated the hirer notes re the need to turn the thermostat on and off after an issue at the weekend

96.2 Maintenance items in hall: JS reported that the area on the side wall where the old window in the bar had been bricked in needed repointing and there were a few other areas. Also, at the front, where the old key safe was, it was not fastened in and needed removing and a brick putting in. All needed doing before the cavity wall insulation was done. Also the guttering was still outstanding, where it leaked at the joints. The plumber has said he doesn't do guttering. The leaking valve is still outstanding. Also need a quote to cover over where the chimney from the boiler goes through the roof

96.3 Playing Field Inspection: NK reported he had inspected the playing field, all ok. The matting around the roundabout still outstanding. JS asked him to inspect what appeared to be a dead tree

96.4 To form a sub-group to plan improvements to the play are and submit bid to the National Lottery Awards for All scheme: HF reported that only one person had come forward to the request for residents to form a community group to raise funds but she had been made aware of potential funding from the National Lottery. She

had spoken to the lottery and parish councils were eligible to apply and did not have to match fund. There is a maximum of £20,000 to bid for. It was suggested that a small sub group be set up to plan what equipment was wanted and cost it out and work on submitting bid. It was agreed that the sub group would consist of NK, HM, DC and HF and the local resident who had made contact would be invited to join.

96.6 Report from allotments inspection: RG reported he had inspected on 23rd Oct, all in order. The Bowls Club had cleared their hedge cuttings

- 97. TO CONSIDER HIRE OF PLAYING FIELD FOR GIRLS FOOTBALL GROUP:** TP has emailed the organiser to set up a meeting, no reply. Will chase
- 98. TO CONSIDER RESPONSE TO CORRESPONDENCE:** George Freeman MP has asked what further action the parish council wishes re Anglian Water. **JS proposed to write to Peter Simpson asking if the generator is now operational, have there been any spillages into the river during the recent heavy rain and how is the system monitored. To be copied to George Freeman. NK seconded, all agreed**
- 99. ANY OTHER BUSINESS:** None
- 100. DATE OF FUTURE MEETING:** The next meeting will be the 7.45 on Monday 4th December 2023. Agenda items to Clerk by 24th November.