

You are summoned to the Parish Council meeting of Wicklewood Parish Council which will be held at Wicklewood Village Hall on **Monday 29th January 2024 at 7.45pm**

Helen Frayer
Parish Clerk
23rd January 2024

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 4th DECEMBER**
- 5. TO RECEIVE UPDATE FROM CLERK ON ACTIONS SINCE PREVIOUS MEETING**
- 6. CORRESPONDENCE:**
 - 6.1 Anglian Water – response to update request - circulated**
- 7. FINANCE**
 - 7.1 Monthly payments – to ratify payments made in January**

Salaries	Clerk & Booking Clerk	602.62
HMRC	Month 9	108.60
Clerk's expenses	Mileage	16.20
Dream Team Cleaning	Cleaning village hall	283.50
Booking Clerk expenses	Diary	1.99
E Fire	Alarm and emergency lighting service	108.00
Various	Return of hall deposits	100.00
	TOTAL	£1,220.29

7.2 Monthly payments for February

Salaries	Clerk & Booking Clerk	602.62
HMRC	Month 10	108.60
Graham Mann	Plumbing work at the hall	150.00
EDF	Electricity - DD	189.59
The Payroll Site	Annual fee	93.60
Information Commissioner's Office	Annual fee - DD	35.00
Various	Return of hall deposits	100.00
	TOTAL	£1,279.41

7.3 Monthly Receipts and Payments Report

		Current	Premium	Total
Balance b/f		2,555.51	48,811.02	51,366.53
Total receipts to 22.1.24		2,878.31	162.98	3,041.29
Hall hire	2,387.50			
Hall Deposit	400.00			
FIT	63.81			
Allotments	27.00			
		5,433.82	48,974	54,407.82
Total payments to 22.1.24		3,559.85	0.00	3,559.85
		1,873.97	48,974	50,847.97
Inter Account Transfers		+3,000	-3,000	0.00
Closing Balance		4,873.97	45,974	50,847.97

8. HIGHWAYS

8.1 To receive notifications of highways faults to be reported

9. PLANNING

9.1 To agree response to South Norfolk Village Clusters Consultation

9.2 **Application:** Non material amendment – 2024/0073 – Rosewall Barn, The Green. Reduction in the building length. French doors and balustrade removed at first floor. Removal of kitchen and toilet at first floor. Position away from the boundary to allow for maintenance

10. VILLAGE HALL, PLAYING FIELDS, ALLOTMENTS

10.1 To update re new Booking clerk and receive report

10.2 Hall maintenance items – agree purchase of missing/damaged kitchen bin, bowl and trays

10.3 Report from playing field inspection – update on dead tree by toilet block

10.4 Report from allotment inspection

11. UPDATE RE AIR PUMP HEATING INSTALLATION

12. ANY OTHER BUSINESS

13. **DATE OF FUTURE MEETING:** The next meeting will be at 7.45 on **4th March 2024**. Agenda items to Clerk by 23rd February