

WICKLEWOOD PARISH COUNCIL

Minutes of the Parish Council meeting held in Wicklewood Village Hall on Monday 4th December, 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, Margaret Dewsbury (MD) County Councillor, Richard Elliot (RE) District Councillor

101. WELCOME AND APOLOGIES FOR ABSENCE:

The Chair welcomed all to the meeting. Apologies received from Tina Phillips

102. DECLARATION OF INTERESTS: None

103. PUBLIC FORUM:

103.1 A resident raised his concerns about the safety of the junction of Hospital Road, Green Lane and Wymondham Road. One of the Keep Left signs is bent over and hidden by the hedge and he considers that the crossroads sign is badly positioned.

103.2 A resident raised the matter of the application for the site on Green Lane for a travellers site which has recently been refused has now gone to appeal. He pointed out that the appeal was on the first application, so only comments made on the first application will be re-considered. Any comments made on the second application will not be considered. Not clear if an appeal can then be made on the second application. **RE offered to check this**

103.3 MD reported that the Norwich Western Link was moving forward. Childrens Services are still looking for more foster carers. If people experience flooding they should ring the Floodline on 0344 800 8013. They are asking parish councils to keep an eye on the local ditches and work with landowners if they need clearing

103.4 RE urged the council to attend the Village Clusters Housing Allocations event as Wicklewood is one of the villages affected by potentially increased provision due to two of the original sites no longer being viable. Need to consider how big a buffer is needed. The Cabinet meeting today approved the Consultation process. The Consultation period is from 11 Dec to 5 Feb

104. APPROVAL OF MINUTES OF MEETING HELD ON MONDAY 2nd OCTOBER. SB proposed accepting Minutes as correct, DC seconded, all agreed.

105. TO RECEIVE UPDATE FROM CLERK ON ACTIONS SINCE PREVIOUS MEETING: HF reported she had emailed Highways re the issues raised, had received out of office reply as Highways Engineer off sick, no further response received. Other actions were on the agenda

106. CORRESPONDENCE: All the correspondence are Agenda items

107. FINANCE

107.1 ACCOUNTS FOR PAYMENT: including late invoices

Salaries	Clerk & Booking Clerk including back pay	918.42
HMRC	Month 8	172.13
Clerk's expenses	Mileage	16.20
Dream Team Cleaning	Cleaning village hall	324.00
TTSR	Play area ground repairs	420.00
Wave	Water Rates - DD	201.78
PWLB	Loan - DD	678.36
Maran	Cleaning bus shelter -DD	20.00
The Net	Advert	50.00
Various	Return of hall deposits	200.00
	TOTAL	£3,000.89

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

107.2 MONTHLY RECEIPTS AND PAYMENTS REPORT

		Current	Premium	Total
Balance b/f		3,258.80	48,811.02	52,069.82
Total receipts to 26.11.23		3,365.81	0.00	3,365.81
Hall hire	1,350.00			
Hall Deposit	200.00			
Allotments	1,542.00			
Wayleave	273.81			
		6,624.61	48,811.02	55,435.63
Total payments to 26.11.23		4,069.10	0.00	4,069.10
		2,555.51	48,811.02	51,366.53
Inter Account Transfers		0.00	0.00	0.00
Closing Balance		2,555.51	48,811.02	51,366.53

HF pointed out the typo on the agenda where the hall hire had been recorded as £1,320

107.3 TO AGREE NEW HEATING SYSTEM AND SUPPLIER: JS updated the actions of the sub-group. They have met with one of the suppliers, Finn Geotherm. The second company, although they had supplied some more information, had not given the amount of information required to make a decision. Finn Geotherm believe that in order to meet the requirements of the Government grant, the system needs to also supply hot water. It was considered most effective for this to supply the kitchen and the bucket sink. The current water heater in the kitchen could then be installed in the bar to replace the very old one there. The hot water arrangements in the toilets to remain as they are. Awaiting final price for this work and to provide a more robust cage for the unit but indications are that it will be broadly similar to the existing quote. Also awaiting information about timing of installation. HM asked about switching the heating on. JS said it will be left on all the time at about 16 degrees and users will have the option to turn it up if they wish. The system has a 7yr guarantee but this is dependent on constant monitoring which will require either broadband or phone sim. Having broadband may encourage commercial use of the hall. SB said that based on current energy costs, the estimated savings in running costs should repay the capital expenditure, over the cost of replacing the oil boiler, in approx 10 years. JS said the council could consider getting a battery to enable the power from the solar panels to be better used. **JS proposed that, subject to successful application for the Government Grant,**

the council change the heating in the hall to an air source heat pump. DC seconded, all agreed. SB proposed that Finn Geotherm be the chosen contractor, on the proviso that their final figures, after the amendments mentioned above, are still within the region of the existing quote and within a suitable time scale. HM seconded, all agreed. The oil tank is currently flashing to warn it is getting low, but it has been dipped and estimated sufficient to last for another month or two. If Finn Geotherm are able to, then the work could be done before the end of the financial year taking the money from reserves.

107.4 TO AGREE FINAL BUDGET AND SET PRECEPT: The budget had been circulated and all were in agreement with it. NK proposed that the precept should be kept the same at £11,000 for the coming year, SB seconded, all agreed

107.5 TO NOTE THE NATIONAL PAY AWARD: HF reported that the national pay award for 2023/24 has now been agreed, backdated to last April. Noted

108. HIGHWAYS:

108.1 Clerk to contact Highways to get the Keep Left sign corrected and to check the compliance of the crossroads signage

109. PLANNING:

109.1 Decision: 2023/1510 – Land west of Green Lane – change of use to residential travellers site – Refusal. An appeal to the initial application 2022/1367 has now been lodged. Previous comments will be considered as part of this appeal but only those comments made on this initial application, not any comments made on the second application. **HF to check which application the council's main objections were made and repeat if necessary with the addition of the concerns on the adverse effect development of this site will make to the biodiversity of the site.**

110. VILLAGE HALL, PLAYING FIELDS AND ALLOTMENTS

110.1 Report from Booking Clerk: HF reported that Ambulance had given out the details of the defibrillator to a patient, TP will check if it has been used. JS reported that a meeting had been held with the organiser of the girls football coaching group who want to use the playing field from March to September. They want 1 hour per week for 30 youngsters in 3 groups. This is a professional organisation with paid coaches. Will be promoted locally. **SB proposed charging £10 per hour, JH seconded, all agreed.** A contract to be drawn up

110.2 Maintenance items in hall: A quote had been circulated to do the repointing and gutter repairs. Two other companies had been approached, one declined as too busy, the second said they would quote but haven't. The quote received is from a local company who is on the Trusted Traders register. **HM proposed accepting quote, JH seconded, all agreed.** The quote had included part of the wall that belonged to the bowls club. HF to ask for this to be removed from the quote but give them contact details for the bowls club in case they wanted to get this work done at the same time. For the cavity wall insulation, as discussed at the previous meeting, the favoured supplier had a typo in their quote. That had been corrected. **SB proposed accepting the updated quote, DC seconded, all agreed.**

110.3 Playing Field Inspection: NK reported he had inspected the playing field, all in order apart from the ball holder which has broken off, he will try to fix this. The safety matting

around the roundabout has been done and spare matting placed in the toilet block. JH and JS have planted some oak saplings to replace the dead trees. The field has still not been scarified. **HF to chase TTSR.** JH has offered to get the dead tree removed.

110.6 Report from allotments inspection: RG reported he had inspected on 20th November, all in order. Brian Clarke has cut the top hedge

111. TO CONSIDER ACTIONS FOR BIODIVERSITY POLICY:

The new biodiversity guidance has come out and parish councils are obliged to consider what they can do. Actions already taken are that a wildlife meadow is being established at community orchard at the end of the allotment area. Branches of dead trees have been piled up in suitable places to provide wildlife habitat. The council agreed that they will be mindful of biodiversity in future decision making

112. TO RECEIVE UPDATE FROM SUB-GROUP FOR PLAY AREA DEVELOPMENT: HF reported that the sub-group had met, two local residents are also keen to be involved. Several companies have been approached but generally they don't have a price list but wish to come out and discuss what is required. The group had made some general decisions on the type of equipment they want. **HF will contact companies for more information**

113. TO CONSIDER RESPONSE TO CORRESPONDENCE:

113.1 SNC – Winter pressures grant. NK, who is a member of the local Poors Charity will speak to them to see if they are aware of any local folk who could benefit from this grant

113.2 SNC – Consultation on proposed Village Clusters and Housing Plan. JS, SB and DC will attend this event online. JS raised the issue that the settlement description has been changed.

113.3 Letter from resident re flooding in Low St. JS said this had been investigated previously. The ditch network on the fields works, the water then goes through a pipe under the road, which was checked and was clear, it then goes through private property. The parish council wrote to the householder previously as they are responsible for the pipework through their land. No reply was received, however workmen were seen on site. There may also be issues with another pipe that goes behind the Kimberley Arms that may be the cause of the water coming down the driveway of the Council Houses.

The clerk to reply to the resident asking them to report it to the County Flood Hotline 0344 8000 8013. Also clerk to contact Highways re 2 drains in the road in front of Council Houses. The previous Highways Engineer had said he had put in a scheme to put an extension in those drains going east to take some of the water coming in further down the road.

114. ANY OTHER BUSINESS: HF reported that she had attended an online seminar about Martyn's Law which is still going through parliament. Details are still to be clarified

115. DATE OF FUTURE MEETING: The next meeting will be the 7.45 on Monday 5th February 2024. **NB. After meeting, this date was brought forward to 29th January. Agenda items to Clerk by 19th January 2024**