

You are summoned to the Parish Council meeting of Wicklewood Parish Council which will be held at Wicklewood Village Hall on **Monday 8th April 2024 at 7.45pm**

Helen Frayer
Parish Clerk
2nd April 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 MARCH 2024
5. TO RECEIVE UPDATE FROM CLERK ON ACTIONS SINCE PREVIOUS MEETING
6. CORRESPONDENCE:
 - 6.1 Transport East Comms – Regional Strategy Hub’s rural mobility report - circulated
 - 6.2 Norwich City Council – Greater Norwich Local Plan - circulated
7. FINANCE
 - 7.1 Monthly payments

Salaries	Clerk & Booking Clerk	602.62
HMRC	Month 12	108.60
Clerk’s expenses	Mileage	16.20
Dream Team Cleaning	Cleaning village hall	331.85
SNC	Waste and dog bins	58.99
AF Affinity	Heating oil DD	339.15
Various	Return of hall deposits	212.00
	TOTAL	£1,669.41

7.3 Monthly Receipts and Payments Report

	Current	Premium	Total
Balance b/f	5,486.25	45,974.00	51,460.25
Total receipts to	1,104.16	172.05	1,276.21
Hall hire	1,071.00		
FIT	33.16		
	6,590.41	46,146.05	52,736.46
Total payments to	13,934.04	0.00	13,934.04
	-7,343.63	46,146.05	38,802.42
Inter Account Transfers	+12,000	-12,000	0.00
Closing Balance	4,656.37	34,146.05	38,802.42

8. HIGHWAYS

- 8.1** To receive notifications of highways faults to be reported

9. PLANNING

- 9.1** 2024/0431 – 54 High St – Single storey rear and front extension – Approval with conditions

10. VILLAGE HALL, PLAYING FIELDS, ALLOTMENTS

- 10.1** Booking clerk's report
- 10.2** Hall maintenance items – to agree quote to replace damaged bricks
- 10.3** Agree purchase of storage cupboard
- 10.4** Agree quote for asbestos survey
- 10.5** Report from playing field inspection
- 10.6** Report from allotment inspection

11. UPDATE RE NEW CLERK RECRUITMENT

- 11.1** Agree paid overtime to attend induction training

12. ANY OTHER BUSINESS

- 13. DATE OF FUTURE MEETING:** The next meeting will be the **Annual Parish Council Meeting at 7.45 on 13th May 2024.** Agenda items to Clerk by 3rd May