

WICKLEWOOD PARISH COUNCIL

Minutes of the Parish Council meeting held in Wicklewood Village Hall on Monday 3rd February 2025

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

In attendance: Gemma Creasey (GC) (Clerk) Margaret Dewsbury (MD)

100. WELCOME AND APOLOGIES FOR ABSENCE:

The Chair welcomed all to the meeting. Apologies received from Sophie Scott.

101. DECLARATION OF INTERESTS: RG declared an interest on planning application 2025/0127

102. PUBLIC FORUM:

102.1 JS raised an issue on behalf of a member of the public. He had been informed that the Old Deer Barn seems to have additional developments beyond the initial planning permission (2020/1508.) JS asking the GC to contact South Norfolk Planning Department about this.

102.2 MD went through her report which had been previously circulated and went over the increase in Council Tax, Devolution, Western Link road and Libraries Digi-fest.

103. APPROVAL OF MINUTES OF MEETING HELD ON MONDAY 2nd December 2024. HM proposed accepting Minutes as correct SB seconded, all agreed.

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

104.1 Have applied for the VE Day fund – decisions will be made in mid to late March.

104.2 Contacted MD regarding Toad Watch signs – she is happy for the cost of this to come from her Highways budget and HM is taking this forward.

104.3 Looked into Allotments and in particular the part of land used by Brian Clarke – this is in a farm business tenancy until October 2026 with no break clause. GC contacted the Wymondham residents who had indicated an interest in Wicklewood allotments – only one got back and their understanding is that an alternative site is going to be provided in Wymondham. JS adding that the amount of allotments could double if this land were turned into allotments after October 2026 but there may not be the demand.

104.4 Submitted precept request.

104.5 Submitted article to the Net regarding VE day and set up an email address for interest to be registered.

104.6 Checked with insurers that VE day tea party is covered by our insurance.

104.7 Chased Highways on several occasions for an update on Church Lane and High Oak Lane – the issues are still with their Legal Department.

104.8 Printed and laminated an extra sign for the hall for the new thermostat.

104.9 Confirmed grass cutting contracts.

104.10 Confirmed with electrician that we would like the light switch for the toilets on the hall wall – chased this.

104.11 Contacted George Freeman re NI impact on the Parish Council – he is lobbying for change.

104.12 Part of a tree had fallen and was resting on the fence of the Bowls club – Brian Clarke has been asked to deal with this when he deals with the ditch and has been asked to check other trees too.

104.13 Contacted School and Highways re parking at The Green and Hackford Road at school times – school has passed it on to the Head of School – no response from Highways as yet.

105. FINANCE

105.1 ACCOUNTS FOR PAYMENT:

Monthly payments for February

Salaries	Clerk & Booking Clerk	702.18
HMRC	Month 10	29.80
Clerk's expenses	Sim, printing and paper	22.99
Dream Team Cleaning	Village Hall Clean	360.00
Maran Cleaning	Bus shelter clean - DD	20.00
EDF	Electricity – DD	298.95
	TOTAL	1433.92

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

105.2 Monthly Receipts and Payments Report for January

		Current	Premium	Total
Balance b/f		3034.26	35,026.73	38,060.99
Total receipts to 20.01.25		1025.00	0.00	0.00
Hall hire	925.00			
Hall deposit	100.00			
Total payments to 20.01.25		1569.09	0.00	0.00
Inter Account Transfers		0.00	0.00	0.00
Closing Balance		2490.17	35,026.73	37,516.90

105.3 ACCOUNTS TO RATIFY: January 2025

Salaries	Clerk & Booking Clerk	702.18
HMRC	Month 9	29.80
Clerk's expenses	Mileage, Sim, printing, toilet locks and PTFE spray, Payroll company	69.66

Dream Team Cleaning	Cleaning village hall	283.50
EDF	Electricity – DD	42.46
The Net	Advert in magazine	50.00
Various	Hall deposits return	158.00
	TOTAL	1335.60

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

105.4 Monthly Receipts and Payments Report December 2024

		Current	Premium	Total
Balance b/f		3331.83	34,898.44	38,230.27
Total receipts to 20.12.24		2667.48	128.29	2795.77
Hall hire	1166.00			
Farm Business Tenancy	1380.00			
Hall deposit	58.00			
FIT	63.48			
Total payments to 20.12.24		2965.05	0.00	2965.05
Inter Account Transfers		0.00	0.00	0.00
Closing Balance		3034.26	35,026.73	38,060.99

105.5 GC explained that the current payroll software company is closing in April. She has looked at options and as there are only 2 employees HMRC basic tools could be used for payroll – this is free unlike the previous provider. **NK proposed switching to HMRC Basic tools in April RG seconded, all agreed.**

105.6 SS has moved house so more Barclays paperwork needs to be signed to allow her limited access to the bank account to see monies in and out but not make payments
Actioned by JS and GC.

106. HIGHWAYS

106.1 Concerns have been raised about parking at school times on the verge at the junction of The Green and Hackford Road. This parking has caused damage to the grass. This will cause a problem to the grass cutting contractor. This has been reported to the School and Highways. NK also mentioning that people park on the road on the bend and this is dangerous. People could park at the Church or Village Hall and walk which would alleviate these issues. JS has looked into signs similar to the ones near the Village sign and suggests that this might deter people. The signs are £15 each with a post. JS suggesting 10 signs would be a sensible number and that we should report the dangerous parking to police.

Proposed SB, seconded DC, all agreed

106.2 RG saying there had been another accident near the house on the hill coming from Morley into Wicklewood crossroads – often people don't look left. He wondered if anything could be done – there are 'Give Way' signs there. JS saying that the signs are what is legally required and MD confirming any changes to signs would take a long time and be costly as it would have to go through various legal steps.

107. PLANNING

107.1 Applications - 2024/3855 – 60 High Street – Two dormer windows to side, garage conversion and new cart shed. No views or comments **Proposed SB, seconded HM, all agreed**

2025/0031 – Land at High Oak Works North West of Wicklewood Rise – erection of three self-build bungalows – JS mentioning there was an old Pit there and a previous rejected application noted that there was gas detected. We should mention this. **Proposed SB, seconded HM, all agreed**

2025/0086 – Land north of Crownthorpe Road – outline application for two self-build dwellings and garages using existing access – it was noted that the road is dangerous at this point and we should submit this comment. **Proposed SB, seconded HM, all agreed**

2025/0127 – Green Farm, Wood Lane – Agricultural building for storage. No views or comments. **Proposed SB, seconded HM, all agreed**

2024/2348 – Wood Farm, Wymondham Road Crownthorpe – Amended planning application – change of use from agricultural field to parking area and combined agricultural and recreational use for people (with or without dogs) on grass paths - No views or comments **Proposed SB, seconded HM, all agreed**

2025/0193 – Land South (Plot 1) Low Street – Reserved matters – approval of reserved matters design, scale, appearance and landscape following outline permission 2021/2331 and **2025/0194** – Land South (Plot 2) Low Street – Reserved matters – approval of reserved matters design, scale, appearance and landscape following outline permission 2021/2332. These applications are in relation to design etc however JS wished to point out that Mr Thackeray had submitted some interesting comments in relation to the linked application 2024/3725 and 2024 3726 regarding drainage. He had indicated he would be willing to discuss the possibility of drainage through his property and he attached some videos of the drainage issues at Low Street. It was agreed that we would reiterate the previous comments made and attach the drainage videos. **Proposed SB, seconded HM, all agreed**

2024/3725 Land South (Plot 1) Low Street variation of conditions 9&10 of 2021/2331 and **2024/3726** Land South (Plot 2) of Low Street variation of conditions 8&9 of 2021/2332) – comments submitted by devolved powers due to lack of January meeting. Residents have also expressed their concern regarding this to the Parish Council.

108. VILLAGE HALL, PLAYING FIELDS AND ALLOTMENTS

108.1 Booking clerk report – SS had informed GC that everything has been fine with no issues to report, there has been an uptake in bookings and the hall is booked out for the day on 10th May for the VE day party. She has also received comments that the heating system is working better.

108.2 Hall maintenance items – Electrician has been chased in relation to toilet switch on the hall wall.

108.3 Playing Field inspection – NK had nothing to report apart from the previously mentioned tree. HM has contacted 3 play equipment firms in relation to the play area refurbishment and they have made contact – HM will be in touch with them in the next few weeks.

108.4 Report from allotment inspection – DC visited on 17th Jan and 1st February. Previous damage to fences has been repaired. JS adding that he has asked DC if he could also incorporate a village sign check to his allotment checks. DC confirmed he is happy to do this.

109. VE DAY DANCE

DC running through the information provided on the NET advert. The dance will be on 10th May with a daytime event and an evening event for adults. Tickets are £10, children under 16 are free. 100 tickets will be available for both events with Donna having 50% of these. Ticket numbers will be included in a prize draw. HM suggesting we could see if anyone local would like to donate prizes for the draw or if we could find a sponsor for the event. JS is going to look into catering. JH suggesting the beacon could be lit. NK is happy to publicise on Wickelfolk. Donna has suggested a ticketing company which would incur a small cost. DC is happy to order these and reclaim this back. The ticket pricing and event were agreed - **Proposed HM, seconded SB, all agreed.** JS suggesting should there be any left-over funds from the ticket sales that this is put towards items in the play area which need replacing such as swing seats and painting the current equipment. **Proposed NK, seconded SB, all agreed.**

110. NORFOLK ALC VOTING PAPER

A voting paper was sent as Norfolk ALC wish to change from a co-operative structure to a company limited by guarantee and the vote also includes the appointment of Roger Taylor as legal expert for the conversion. GC requested further information about the appointment of Roger Taylor and this has been circulated. GC added that she had spoken to other clerks and many are deciding to abstain from the vote as they do not have all the information to make an informed decision. SB saying that he felt that the rationale behind the change from a co-operative structure to a company limited by guarantee is clear however the rationale in relation to the appointment of Roger Taylor hasn't been provided – they have indicated that he is one of a number of experts but they haven't explained the process for selecting and appointing him and his company. SB suggesting that as the vote is twofold, he would propose voting to accept the change from a co-operative to a company limited by guarantee but vote not to accept the appointment of Roger Taylor due to the aforementioned issues and request that they explain what their selection process was. **Proposed SB, seconded NK, all agreed**

111. CIVILITY AND RESPECT PLEDGE

This had been forwarded by NALC and is a pledge to treat councillors, employees and members of the public with civility and respect. The requirements of this include things the council does not currently have in place. There have been no problems with civility and respect and there would be cost involved in the above training for this voluntary pledge. Councillors are already bound by rules. DC saying that the key thing is that we all act respectfully. Deciding there is no need to go ahead with this at present **Proposed JS, seconded SB, all agreed**

- 112. DATE OF FUTURE MEETING:** The next meeting will be at 7.45pm on Monday 3rd March 2025. Agenda items to Clerk by 20th February.