

You are summoned to the Parish Council meeting of Wicklewood Parish Council which will be held at Wicklewood Village Hall on **Monday 12th May 2025 at 7.45pm**

Gemma Creasey

Parish Clerk

2nd May 2025

A G E N D A

1. ELECTION OF CHAIR

2. WELCOME AND APOLOGIES FOR ABSENCE

3. DECLARATIONS OF INTEREST

3.1 Annual review of individual Declarations of Interest

3.2 Declaration of interest of items on this agenda

4. ELECTION OF OFFICERS

4.1 Vice Chair

4.2 Playing Field and Play Area Inspector

4.3 Allotment and Village Sign Inspector

4.4 Internal Financial Control Officer

4.5 Speed Awareness monitor

5. PUBLIC FORUM (3 min max per person, max 15 mins total)

5.1 Reports from County and District Councillors

6. APPROVAL OF THE MINUTES OF THE MEETING HELD ON MONDAY 7th APRIL

7. TO RECEIVE UPDATE FROM CLERK ON ACTIONS SINCE PREVIOUS MEETING

8. FINANCE

8.1 Monthly payments

Salaries	Clerk & Booking Clerk	731.98
HMRC	Month 1	20.94
Clerk's expenses	Sim, printing, mileage, table tennis bats, goal net	80.57
Dream Team Cleaning	Village Hall Clean	360.00
South Norfolk Council	Loan repayment -DD	2100.00
Glasdon	Dog waste bin	285.00
Tim Carver	Grass cutting	130.00
Donna Poole	VE Day Dance instruction and decorations	250.00
Zurich	Insurance	1438.31
Wave	Water bill - DD	223.73
	TOTAL	5620.53

8.2 Monthly Receipts and Payments Report

		Current	Premium	Total
Balance b/f		3577.41	35,150.62	38,728.03
Total receipts to 28.04.25		11,549.81	0.00	11,549.81
Hall hire	1155.00	11,549.81	0.00	11,549.81
VAT reclaim	2631.01			
Precept	6000.00			
VE Day tickets	20.00			
CIL	1743.80			
Total payments to 28.04.25		2462.15	0.00	2462.15
Inter Account Transfers		-8000.00	+8000.00	
Closing Balance		4665.07	43,150.62	47,815.69

8.3 Note internal auditor report

9. HIGHWAYS

9.1 To receive notifications of highways faults to be reported

10. PLANNING

10.1 Applications: 2025/1354 – Land at Former Nursery High Street, Wicklewood – Details of condition 4 of 2022/0899 – method and timetable for the demolition and removal of the glasshouse and their concrete bases.

10.2 Decisions: 2022/1627 – Whitehall Farm, Crownthorpe – Combined heat and power units, digestate lagoon, new asphalt pad, and revisions to digester tank and mixers, in association with existing crop-only biomass (anaerobic digestion) renewable energy facility – approval with conditions.

2025/0710 1 Church Lane – Proposed single storey rear extension extending 8.00m from the rear wall of the original dwelling house, with a maximum height of 4.00m and an eaves height of 3.00m.

11. VILLAGE HALL, PLAYING FIELDS, ALLOTMENTS

11.1 Booking clerk's report

11.2 Hall maintenance items

11.3 Report from playing field inspection

11.4 Report from allotment and village sign inspection

12. PLAYAREA UPDATE

13. APPROVE AMENDED STANDING ORDERS

14. APPROVE DATA PROTECTION POLICY

15. BUS SHELTER SCHEME

16. REPORT BACK ON VE DAY DANCE

17. DATE OF FUTURE MEETING: The next meeting will be at 7.45pm on **2nd JUNE**. Agenda items to Clerk by 22nd May.