

WICKLEWOOD PARISH COUNCIL

Minutes of the Parish Council meeting held in Wicklewood Village Hall on Monday 7th April 2025

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

In attendance: Gemma Creasey (GC) (Clerk) Sophie Scott (SS) (Booking Clerk), Margaret Dewsbury (MD), Richard Elliott (RE)

1. WELCOME AND APOLOGIES FOR ABSENCE:

The Vice Chair welcomed all to the meeting. Apologies received from Stephen Brown (SB) and John Seville (JS)

2. DECLARATION OF INTERESTS: None.

3. PUBLIC FORUM:

3.1 Residents of Low Street raised their concerns regarding the current planning application which is past the suggested time frames. Residents have spoken to RE about this and he is struggling to get any information – he was informed the planning officer is waiting on information from the agent. Residents would be keen to have a meeting with the planning officer. RE will be in the office on Thursday to try to chase it up but he believed there is a significant backlog in the planning department. NK suggested that GC write to the planning officer to try to obtain some update on timescales. DC asked if there was an escalation process if necessary – RE explained this would be the complaints procedure although DC stressed we don't necessarily want to cause any friction at the current time. **GC will chase the planning officer.**

3.2 MD went through her previously circulated report which included devolution, Park and Ride and EV charging points.

3.3 RE had just circulated a report which contained a new fund for nature conservation, Norfolk Community Safety Partnership and devolution.

4. APPROVAL OF MINUTES OF MEETING HELD ON MONDAY 3rd March 2025. DC proposed accepting Minutes as correct HM seconded, all agreed.

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

5.1 Completed end of year tasks and met with internal auditor.

5.2 Arranged meeting between members of the PC and the School.

5.3 Arranged a further meeting with school in relation to the new play area.

5.4 Reported flooding at Low Street to flooding officer who have passed it to highways – unless flooding is inside a property they are unable to do anything.

- 5.5 Purchased table tennis balls.
- 5.6 Submitted VAT return.
- 5.7 Applied for South Norfolk VE day funding and was successful.
- 5.8 Created VE Day dance poster.

6. FINANCE

6.1 ACCOUNTS FOR PAYMENT: including late payments

Salaries	Clerk & Booking Clerk	702.18
HMRC	Month 12	29.80
Clerk's expenses	Sim, printing, mileage, stationary, table tennis balls	70.53
Dream Team Cleaning	Village Hall Clean	450.00
South Norfolk Council	Green and Black bin emptying	58.99
EDF	Electricity – DD	192.46
D Clarke	VE Day Dance tickets	26.30
Jeremy Neave	Toilet switches in Hall	198.00
Various	Hall deposit refund	100.00
Robin Goreham	Internal Audit	50.00
Brian Clarke	Clearing ditch and aerating playing field	660.00
	TOTAL	2538.26

6.2 Monthly Receipts and Payments Report

		Current	Premium	Total
Balance b/f		2441.72	35,026.73	37,468.45
Total receipts to 31.03.25		2636.92	123.89	2760.81
Hall hire	1931.50			
Hall deposit	100.00			
FIT payment	35.42			
VE Day tickets	20.00			
VE Day Grants	550.00			
Total payments to 31.03.25		1501.23	0.00	1501.23
Inter Account Transfers		0.00	0.00	0.00

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

7. HIGHWAYS

GC reported she hasn't heard back from Highways re the Hospital Road/Wymondham Road junction and will chase again. NK noted some white marks have appeared on the road so highways must have been around recently.

8. PLANNING

8.1 Applications: 2025/0710 – 1 Church Lane Wicklewood – 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 (Householder PD Prior Notification.) – No views or comments **Proposed HM, seconded DC, all agreed**

8.2 Decisions: 2024/3855 - 60 High Street – Two dormer windows to side, garage conversion and new cart shed – Approval with conditions (delegated)

2025/0431 – Green Farm, Wood Lane – Variation of condition 2 of 2024/0310 – increase in size by 6 meters – Approval with conditions (delegated.)

2024/2389 – Pine Lodge, Whitehouse Lane – Change of use from holiday let to residential annex – Approval with conditions (delegated.) HM asked whether there was any news on the traveller's site – GC had heard nothing. RE said that he had heard that it wouldn't be considered this month but maybe next month. When a committee meeting is arranged people with views such as the Parish Council will be invited to come along.

9. VILLAGE HALL, PLAYING FIELDS AND ALLOTMENTS

9.1 Booking clerk report – Nothing to report, bookings have picked up.

9.2 Hall maintenance items – No new issues to report – toilet switch has been put on the hall wall rather than the boiler room.

9.3 Playing Field inspection – NK noted the trees at the bottom of the playing field aren't in a great state and have been attacked by deer. HM said that SB has some protection around his trees at home and might be worth asking where these were from. NK said that the football nets are in a bad state – he has one spare one but another is needed along with more table tennis bats. NK proposed buying a new net and table tennis bats. **Proposed NK, seconded DC, all agreed**

9.4 Report from allotment and village sign inspection – DC inspected on 30th March and had nothing to report.

10. UPDATE FOLLOWING MEETING WITH SCHOOL

HM reported that this was a really beneficial meeting – they had a tour and were for over two hours – they are very keen to be involved in village life. The school are very keen to be involved in the new play equipment at the village hall. A meeting is arranged for 7th May to see if there is a way the play area project can progress together.

11. DEVOLUTION CONSULTATION

There is an online consultation and this closes on 13th April – it was agreed that everyone can submit their own opinions. **Proposed JH, seconded DC, all agreed**

12. HALL HIRE COSTS

JS had circulated a spreadsheet outlining other local hall costs. Last year the hourly rate was increased by 50p and the daily rate by £5. The hall still has a lower rate than other local halls. There is a resident and regular hirer rate and non-resident rate. SS added that Donna pays a slightly different rate as do brownies/guides etc but she couldn't recall what this was. SS says that people don't seem to quibble about the price so she doesn't think this would impact bookings. Proposed that the rates all round are increased by 50p per hour and £5 for day function effective from 1st May. **Proposed JH, seconded DC, all agreed**

13. UPDATE ON VE DAY DANCE

DC said that there had been very little interest in the afternoon tea dance – Donna had sold 2 tickets for this. The evening event is more popular with 27 tickets sold by Donna and 8 sold by the PC. DC proposed cancelling the daytime tea dance due to lack of interest but still going ahead with the evening one. **Proposed DC, seconded HM, all agreed**

14. DOG WASTE BIN AT VILLAGE HALL

JS had circulated information around the councillors. Currently the black bin gets dirty and smelly with dog poo bags. JS has spoken to the cleaners who have said they would be happy to empty a dog poo bin mounted on the village hall and put this in the main bin so then the contents would be double bagged which should help some smells etc. HM suggested it would then be sensible to put a sign on the black bin asking for people to use the dog poo bin. It was agreed that this was sensible as there are a lot of dog walkers in the village. HM thought the bigger one was better. **Proposed HM, seconded DC, all agreed**

15. DATE OF FUTURE MEETING: The next meeting will be the **Annual Parish Council Meeting on Monday 12th May 2025 at 7.45pm**. Agenda items to Clerk by 1st May.