

WICKLEWOOD PARISH COUNCIL

Minutes of the Parish Council meeting held in Wicklewood Village Hall on Monday 6th October 2025

Present: John Seville (JS) 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) Richard Elliott (RE)

68. WELCOME AND APOLOGIES FOR ABSENCE:

The Chair welcomed all to the meeting. Apologies received from Nick Kemp (NK) and Sophie Scott (SS)

69. DECLARATION OF INTERESTS: None

70. PUBLIC FORUM:

70.1 Residents from Low Street were in attendance and reported that they had heard nothing further on the planning application. There appeared to be meeting on the land with 4 or 5 people a few weeks ago but nothing has been posted on the portal

70.2 MD had previously circulated her report which is available on the website and she summarised the report which included hazardous waste, the one million trees campaign, Stoptober, walking aids being refurbished in prison for use in the NHS, local government reform and devolution

70.3 RE had just sent an update which would be circulated and put on the website. His update contained information on the asylum hotel in Diss, devolution, Norfolk warm homes, redundancies at Lotus, solar farms and a school uniform swap. RE had heard nothing further on Low Street. RE asked if the Parish Council was planning on doing anything in relation to Village Clusters – RE will send GC more information about this.

71. APPROVAL OF MINUTES OF MEETING HELD ON MONDAY 1st September 2025. SB proposed accepting Minutes as correct HM seconded, all agreed.

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

72.1 Chased the bus shelter installation – should be 22nd October – 24th October.

72.2 Let school know about play area closure for painting

72.3 Contacted Highways and MD about the Church Lane issue – this is discussed more below at point 74.

72.4 Contacted Highways about temporary road signs not being collected.

72.5 Sent invoice to Bowls club for electricity and water recharge

72.6 Added information about allotments to website on an allotment page.

72.7 Sent out allotment invoices.

72.8 Chased up dead and falling trees with Highways on Low Street.

73. FINANCE

73.1 ACCOUNTS FOR PAYMENT: including late payments

Monthly payment reports for October

Salaries	Clerk & Booking Clerk	754.00
HMRC	Month 6	24.44
Clerk's expenses	Mileage, Sim, Ink, stamps	26.54
Dream Team Cleaning	Cleaning village hall, toilet rolls and bin bags	477.89
Terry Ladell	Painting of play equipment and entrance post and installation of bird spikes	1260.00
SNDC	Loan	2100.00
EDF	Electricity – August	57.15
EDF	Electricity – September	66.00
T C Groundcare	Urban Grass cut	156.00
TTSR	Repair of goal mouth	30.00
	TOTAL	4952.02

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

73.2 Monthly Receipts and Payments Report

	Current	Premium	Total
Balance b/f	1778.61	48,778.05	50,556.66
Total receipts to 24.09.25	6510.20	152.38	6662.58
Hall deposit	100		
Hall hire	1350		
Precept less loan	3900		
FIT receipt	159.16		
Allotments	352		
Bowls club utilities recharge	649.04		
Total payments to 25.09.25	2632.23	0.00	2632.23
Inter Account Transfers – 2.9.25	+1500	-1500	
- 22.9.25	-3500	+3500	
Closing Balance	3656.58	50,930.43	54,587.01

73.3 Budget at half year - noted that everything looked in line with the budget.

Electricity was much lower than budgeted for and the next budget will have a better estimation of use after a year of the Air Source heat pump – noted.

73.4 Internal Auditor – the same internal auditor from last year is happy to do it again in April 2026 – his charges will be £55 – last year was £50 – all agreed to go ahead

Proposed SB seconded DC, all agreed

74. HIGHWAYS

- 74.1** Faults – JS had circulated to GC that where there is the concrete pad on Wood Lane, the gully and drain pipe need maintenance, it's been reported many times. GC will report again. JS added that the dead and falling trees on Low Street can be reported to the Highway Rangers as well. HM added that the Hospital Lane junction will need a chase as it's still very dangerous.
- 74.1** Overgrowing hedges - JS had reported one to GC – no one else had any to report.
- 74.2** Church Lane issue – GC explained that Highways had updated her as the information was now in the public domain. The legal department at NCC had issued an encroachment notice on both properties which he said would flag up when it came to searches during any house sale/purchase. JS informed GC that one of the properties has already sold so this hasn't hindered a sale. Highways said that the decision was made not to go to court due to costs etc and they have sent a map of where the hedge should be cut to the owners and will monitor the situation. MD has also emailed but not heard further. GC and MD will continue to chase.

75. PLANNING

- 75.1 Decisions** –2025/2025 – 84 High Street – Single storey pitched roof extension to the rear of the property – approval with conditions (delegated) – noted.
- 2024/2278** – Land west of Green Lane – Change of use of land from residential travellers site for 1 family, erection of a day room, sanding of 1 mobile home on concrete pad and installation of 2 outdoor security lights (approval with conditions) (Development Management Committee) – noted
- 2025/0086** – Land north of Crownthorpe Road – outline application for two self-build dwellings and garages using existing access – refusal (delegated) – noted
- 2025/1907** – Greenacres, Low Road – Erection of open fronted steel-framed barn for storage use in association with the keeping of horses – Approval with conditions (delegated) – noted
- 75.2** Possible additional condition to Green Lane application – RE confirmed that a condition regarding generator use was added by the planning officer.

76. VILLAGE HALL, PLAYING FIELDS AND ALLOTMENTS

- 76.1 Booking clerk report** – There was notification that the defib code had been given out by the ambulance service and to check pads etc – SS did this the same day and it appeared not to have been used so it's been put back online for use.
- 76.2 Hall maintenance items** – DC and NK cleared some glass which had been left near the bottle bank. The paper bank is very full but has not been taken yet. Once this is done the remaining recycling banks may need to be put in a better position.
- 76.3 Playing Field inspection** – Play area has been painted and DC and NK took down the goals and put up again after painting – JS thanking them for this. The painter was also able to paint some of the rusting springs on the rocking seats and the post at the beginning of the village hall driveway was also painted, this and the installation of

bird spikes was an additional £50 which GC as clerk was able to authorise. Brian Clarke has cut the hedges and trees near the overspill car park.

- 76.4 Update on new play area** – all 3 quotes are now in – Playdale have offered a good discount. DC has done a spreadsheet comparing the providers and HM is going to meet with the school again. GC will resend the email from Scarning PC to HM – the clerk at Scarning recommended looking at Mick George for funding and Wicklewood looks to be in the funding area.
- 76.5 Repair to play area equipment** – JS suggesting that when a new play area provider is picked it would be sensible to see if they could also repair the small things that the ROSPA inspection suggested.
- 76.5 Report from allotment and village sign inspection** – DC inspected on 29th September – nothing to report, grass has since been cut, orchard and village sign all look fine.

77. MOVING OF MEETING TIME

JS suggested moving the time to 7pm rather than 7.45pm. MD may have to alternate between Wicklewood and another council. November meeting onwards will be 7pm

Proposed DC, seconded JH, all agreed.

- 78. DATE OF FUTURE MEETING:** The next meeting will be the **on Monday 3rd November 2025 at 7.00 PM**. Agenda items to Clerk by 23rd October.