

WICKLEWOOD PARISH COUNCIL

Minutes of the Parish Council meeting held in Wicklewood Village Hall on Monday 3rd November 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) Sophie Scott (SS) Booking Clerk.

79. WELCOME AND APOLOGIES FOR ABSENCE:

The Chair welcomed all to the meeting. Apologies received from Margaret Dewsbury (MD) and Richard Elliott (RE)

80. DECLARATION OF INTERESTS: None

81. PUBLIC FORUM:

81.1 Residents from Low Street were in attendance and reported that they had managed to have some talks with the builder recently and he has met with Bob Thackery about sewerage and drainage. There is nothing further on the planning portal.

82. APPROVAL OF MINUTES OF MEETING HELD ON MONDAY 6th October 2025. SB proposed accepting Minutes as correct DC seconded, all agreed.

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

83.1 Contacted Highways re Wood Land Gully issue

83.2 Started draft budget

83.3 Updated the Net, Website and Donna re new meeting time

83.4 Chased Highways re Hospital Lane – they agree it is dangerous and have said that turning it in to a one-way road would cost in excess of 12k to implement and this wouldn't be funded by highways. They are continuing to look at lower cost signage/road markings etc as an alternative to this.

83.5 Contacted the cleaners who provide the bus shelter clean – they can clean the new one for another £20 – GC tried to negotiate a discount but they said they usual price is £24 so it is already discounted. It was discussed about having an alternate cleans. This will be put on the next agenda to discuss.

83.6 Checked with Norfolk ALC that our website is compliant for the Assertion 10 requirements and it is.

84. FINANCE

84.1 ACCOUNTS FOR PAYMENT: including late payments

Salaries	Clerk & Booking Clerk	754.00
HMRC	Month 7	24.44
Clerk's expenses	Mileage, Sim, Ink	18.79
Dream Team Cleaning	Cleaning village hall	360.00
Duffields	Emptying of septic tank and gullies (payment made in October)	200.00
Various	Deposit return	100.00
TTSR	Grass Cutting	578.06
TC Ground care	Urban Grass cut	156.00
Brian Clarke	Verge cutting, hedge trimming and orchard cut	1169.40
Westcotec	Bus shelter	7182.00
	TOTAL	£10,542.69

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

84.2 Monthly Receipts and Payments Report

		Current	Premium	Total
Balance b/f		3656.58	50,930.43	54,587.01
Total receipts to 20.10.25		1857.00	0.00	1857.00
Hall hire	1441.00			
Allotments	416.00			
Total payments to 20.10.25		3428.47	0.00	3428.47
Inter Account Transfers		0.00	0.00	
Closing Balance		2085.11	50,930.43	53,015.54

84.3 Draft Budget – JS added that there is a seat at the church which is probably owned by the Parish Council which needs a paint. NK is going to check with the church and let us know and if it is owned by the Parish Council, some money will need to be earmarked in the budget for it to be painted. GC has added a bit to the budget to sort out the recycling area with the help of Brian Clarke.

85. HIGHWAYS

JH added that the Green Lane travellers site has two entrances in. JS saying that the plans indicated a passing place needed to be put in and he thought this would need to be done by a highway approved contractor. The second issue is whether they can open up the second entrance according to the planning. GC will speak to highways and planning about this. JS

added that there is a fingerpost which is loose and blows about in the wind meaning the directions are incorrect – GC has reported this.

86. PLANNING

86.1 Decisions – 2025/2528 – 53 High Street – Formation of air drains where external ground is higher than the internal floor levels etc – Approval with conditions. – Noted.

87. VILLAGE HALL, PLAYING FIELDS AND ALLOTMENTS

87.1 Booking clerk report – Nothing much to report. DC asked if there were extra bookings in the run up to Christmas. SS said there had been some enquiries but Donna is holding lots of additional workshops so this limits other bookings. SS asked about the cinema club as she hasn't officially heard that it is ending. NK said in the village magazine it said it would end in December unless someone volunteered to take it on. The intention would be to donate the equipment to the hall if it does cease. JS added it would be helpful to have instructions and any maintenance records if this does happen. DC asked about income from the cinema club and if we need to factor this loss into the budget. SS added that they pay annually and that Donna is keen to take the spare slots left by the cinema club so there shouldn't be a reduction in income.

87.2 Hall maintenance items – None.

87.3 Playing Field inspection – all seems fine – the only issue is the gate doesn't shut. JS had adjusted it for summer and will adjust it again for winter. JS added the trees at the bottom of the playing field are not looking good – suggested that TTSR can chop these rather than trimming around them when they next come.

87.4 Update on new play area – HM said she is speaking to Playdale about gym equipment as another provider offered this. Playdale are going to look at adding this to their quote to save costs on installation and skips etc. HM will then send pictures of equipment around the councillors to discuss at the next meeting so a decision can be made. She will then go forward with funding applications – she has contacted Mick George and will contact National Lottery and RE. The school have been in contact but HM thinks they might best to speak to if there are fundraising needs.

87.5 Report from allotment and village sign inspection – DC inspected on 3rd November and the allotments, orchard and sign are all fine.

88. SOUTH NORFOLK VILLAGE CLUSTER HOUSING ALLOCATIONS PLAN (VCHAP) EXAMINATION RESPONSE

SB clarified that the VCHAP is a document which allocates new housing sites in South Norfolk. South Norfolk needs to supply 1200 new houses. Each part of the UK will have different requirements from the government. Under the VCHAP Wicklewood has been allocated 52 houses on 2 sites. Objections have already been put in and it will now go to an independent examiner. Hearings will be held in January and February 2026. The Parish Council can submit a written case presenting their views and the deadline for this submission is the end of November. The examiner will not be looking at the merits of the

sites but whether the council have correctly followed the rules in relation to the allocation of sites. SB said there are three options – to accept the allocation of 52 houses on 2 sites, resist the allocation entirely or propose a compromise. SB thinks the most successful outcome will be to challenge the process that the planners have been through to make the allocations. The two sites which were chosen were north and south of the school. SB explained that two of the criteria which were considered were the impact of the landscape and the degree of integration of the existing village settlement. It is not known how much weight was added to each of those criteria.

SB feels that these criteria were underweighted and ignored previous rulings that these sites were outside the village settlement and would destroy wide open landscape. SB suggested that if it was argued that these criteria were not given sufficient weight to the inspector, we could then suggest that the other sites be considered with correct weighting added to see if alternative sites would be better. The result may still be 52 houses but in a different location. RE is drafting a separate submission for the cluster – he will be arguing about the total number of houses in the allocation and the disproportionate number around the Wymondham area. Eleven village clusters have no allocation at all. It may be possible with RE's help to reduce the number of houses allocated although there is no guarantee. HM asked what RE's view was on going ahead with the lack of weighting argument and SB confirmed he agrees. SB clarified that his proposal is that the Parish Council challenge the process that the planners have been through and suggest to the inspector that they ask the planners rethink and prioritise these two criteria. It seems unlikely that just resisting the application in its entirety will work as it is likely that all other areas will do the same. The hearing in 2026 will not allow the Parish Council to make a presentation but they may be asked questions on the written submission. SB will write up the presentation and send it around the councillors.

Proposed SB, seconded HM, all agreed.

- 89. DATE OF FUTURE MEETING:** The next meeting will be the **on Monday 1ST December 2025 at 7.00 PM**. Agenda items to Clerk by 20th November.