

WICKLEWOOD PARISH COUNCIL

Minutes of the Parish Council meeting held in Wicklewood Village Hall on Monday 2nd February 2026

Present: Nick Kemp (NK) 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, Margaret Dewsbury (MD), Richard Elliott (RE)

102. WELCOME AND APOLOGIES FOR ABSENCE:

The Chair welcomed all to the meeting. Apologies received from John Seville (JS)

103. DECLARATION OF INTERESTS: None

104. PUBLIC FORUM:

104.1 Residents from Low Street were in attendance and reported that they had spoken to RE who had been chasing this up. RE reported that the planning officer said that the water management officer had been having in-depth discussions with the agent with the hope of reaching a mitigation strategy. Once the measures have been prepared there will be an opportunity for the residents of Low Street to be consulted. Hopefully there will be further news by the end of the month.

104.2 The report from the County Councillor, MD had been circulated and is available on the website. It included information on Highways, libraries, body cameras education and devolution. RE had sent a report which has been circulated and put on the website. RE mentioned that there is the Community Action Fund available for community grants of up to £15,000. He did think about the playground but precepting authorities don't normally qualify although it could be worth trying. RE said that there is a review of the current local plan and there is a call for new sites. RE also mentioned that there are new grants for Neighbourhood plans – a total of £50,000 of funding is available on a first come first serve basis – there could be a possible £16,000 available but this would need to be applied for soon. GC will add this on the agenda for March. RE explained in order to apply a neighbourhood plan group would have to be formed from the Parish Council and other residents. There would need to be community engagement quite quickly and then a grant application would need to be made for £6000 and then £10,000. RE added that he is keeping an eye on the Green Lane issue.

105. APPROVAL OF MINUTES OF MEETING HELD ON MONDAY 1st December 2025. SB proposed accepting the Minutes as correct DC seconded, all agreed.

106. TO RECEIVE UPDATE FROM CLERK ON ACTIONS SINCE PREVIOUS MEETING:**106.1** Contacted the Net re updating prices for hall hire**106.2** Submitted precept request**106.3** Submitted Parish Council's view on local government reform consultation**106.4** Gave go ahead to new bus shelter clean and bench painting in spring/summer**106.5** Made sign for the recycling area**106.6** Contacted allotment holder re concerns**106.7** Put job advert out in various places**106.8** Corresponded with residents and subsequently police and Highways re reports of speeding in village.**107. FINANCE****107.1 ACCOUNTS FOR PAYMENT:** including late payments

Monthly payments for February

Salaries	Clerk & Booking Clerk	754.00
HMRC	Month 10	24.44
Clerk's expenses	Sim, and printing	12.49
Dream Team Cleaning	Village Hall Clean and toilet rolls	368.50
Various	Hall deposit refund	100.00
EDF	Electricity – DD	163.92
Maran Cleaning	Bus shelter clean x 2	40.00
	TOTAL	1463.35

Resolved: That all accounts as presented be paid. Proposed HM seconded SB, all agreed**107.2** Monthly Receipts and Payments Report for January

		Current	Premium	Total
Balance b/f		1981.33	43,572.51	45,553.84
Total receipts to 19.01.26		1159.50	0.00	1159.50
Hall hire	1159.50			
Total payments to 19.01.26		1363.22	0.00	1363.22
Inter Account Transfers		0.00	0.00	0.00
Closing Balance		1777.61	43,572.51	45,350.12

107.3 ACCOUNTS TO RATIFY: January 2026

Salaries	Clerk & Booking Clerk	754.00
HMRC	Month 9	24.44
Clerk's expenses	Mileage, Sim, printing, paper	22.78
Dream Team Cleaning	Cleaning village hall	360.00
EDF	Electricity – November DD	145.64
The Net	Advert in The Net	55.00
	TOTAL	1339.08

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

107.4 Monthly Receipts and Payments Report December 2025

		Current	Premium	Total
Balance b/f		1322.41	44,430.43	45,752.84
Total receipts to 17.12..25		1317.79	142.08	1459.87
Hall hire	1248.50			
Fit Payment	69.29			
Total payments to 17.12.25		1658.87	0.00	1658.87
Inter Account Transfers		+1000	-1000	
Closing Balance		1981.33	43,572.51	45,553.84

108. HIGHWAYS –

108.1 JH said that the road condition of Morley lane is very poor with numerous potholes. He also added that the Crownthorpe bridge had been knocked down several months ago and there have been temporary traffic lights ever since. RG added that the ditch just before the garage on High Oak Lane was previously repaired but needs repairing again. GC will report all of these issues to Highways.

108.2 GC said that she had received two separate complaints about speeding in the village, namely around school times. GC has reported this to the Police and Highways. PC Fisher, who is the beat officer, is aiming to come out during school time to monitor although can't say when this will be. NK added that the parking at Hackford Road can be very dangerous at pick up time. GC will email school about this. SB added that the SAM2 speed camera statistics show that every month there is at least 1 person breaking the speed limit but this may not be sufficient for the Police to get involved. NK noting he hadn't seen any speed watch reports recently but has seen them about. He will see if he can get some reports.

109. PLANNING

109.1 Applications: 2025/3837 – Land west of Green Lane – details for conditions 5, 6, 7, 11, 13, 14 & 22 of 2024/2278 – response submitted with devolved powers – DC noted that the online comments from Anglian Water on this said it was outside of their jurisdiction – RE confirmed he didn't know who would have jurisdiction for this.

2025/3868 – Highfields Whitehouse Lane – Upgrade of septic tank with package treatment plant – discussed with devolved powers

109.2 Decisions: 2025/3498 – Elmstead, Milestone Lane – Proposed cart lodge – Approval with Conditions. Noted

2025/3634 – 14 St Georges – Replace final two sash windows (like for like) as other windows already replaced – approved with conditions (delegated) Noted

110. VILLAGE HALL, PLAYING FIELDS AND ALLOTMENTS

110.1 Booking clerk report – SS reported that everything was fine with the hall and there wasn't much to report. She had corresponded with GC regarding pros and cons of an online booking system.

110.2 Online hall booking option – Norfolk ALC are offering an online booking system for halls. GC has circulated this and emailed round a list of pros and cons for adopting this. Donna hires the hall for a lot of the time and an online booking system would not work well with this agreement. It was agreed to not go ahead with this **Proposed NK, seconded SB , all agreed**

110.3 Hall maintenance items – JS had reported that there was a leaking gutter – GC is trying to get quotes to fix this – the last man who fixed the gutter isn't responding another is due to go out and have a look. JS also reported that the electrician is sorting the porch light issue.

110.4 Playing Field inspection – all seems fine

110.5 Report from allotment and village sign inspection – DC inspected on 20th Jan – the track is slightly churned up from people driving up there but that is to be expected due to the weather. GC added that we had now received a quote for hedging along Wymondham Road at the top of the allotments. JS had asked in Feb/March 2025 but it was too late. The quote is £1180 +VAT. GC added that this isn't budgeted for and, having looked at the spending for the year so far, there are no areas that are overbudgeted that haven't been spent – electricity was overbudgeted but this was used for the bus shelter contribution. HM wondered if there maybe a way of getting a grant for the plants at some point in the future. SB added that it is the labour which is the highest proportion of the cost in this quote. This could be something to revisit in future as it isn't a necessity. **Proposed SB, seconded DC, all agreed**

111. UPDATE ON PLAY AREA FUNDING

HM has been chasing Playdale for some more equipment quotes for SEN children but he hasn't provided them yet. The Mick George funding application needs to be in by 26th February – HM is completing an expression of interest form. DC and NK are meeting with HM later in the week to fine tune the application. HM is applying for £20,000 – the Parish Council will need to contribute £2300 – GC confirming that the ringfenced amount from CIL money is £1626 so there isn't a huge shortfall. HM is also considering applying for National Lottery funding, and possibly the Community Action Fund mentioned by RE.

112. PROPOSED GOAT GALA IN SEPTEMBER 2026

HM is on the committee for the Norwich and District Goat Club and there was a social evening in December and the club loved the village hall. They are keen to put on a goat gala in late September/early October and are keen, as well as using the hall, to use the land in front of the allotments to have goats on. DC and SB had added that it could be a good event for the village. GC added that the land is rented out to Brian Clarke so we wouldn't be able to agree that the club could use it – this would need to be agreed with Brian. SB proposing that the Goat Club communicate directly with Brian about this therefore the Parish Council aren't involved in this agreement. GC will contact Brian to see if he is

happy for his number to be given. SS will need to check if the hall is available as Donna has booked quite far ahead. HM enquiring whether, in principle the Council are happy with the event taking place and they agreed. **Proposed SB, seconded DC, all agreed.**

113. REPORT BACK FROM VCHAPS HEARING

SB, DC and HM attended the hearing with RE and Chris Baines. SB explained that there were around 6 members of the planning team along with the inspector. The inspector appeared to have read the submission and invited both the attendees from the village and the planners to summarise their positions. Questions were asked by all parties to each other – it took around 2 hours. The inspector had driven through the village so had done his research. SB felt that everyone had given it their best shot and it is a case of waiting to see what the outcome is as no inkling was provided. WIC3 – the smaller area appears to be definitely happening as it already has planning permission. The inspector raised the issue of the area near the nursery and mushroom farm and why this hadn't been proposed. SB added that he felt that the planners had prioritised highways access above other things such as connection with the existing settlement. RE added that he felt a priority seemed to be the ability to walk from a new settlement to the school. RE had talked to the planners and they do not know what the outcome will be but they feel that the inspector may wish for them to explore numbers. The planners expect to hear something by March and then there would still need to be consultation if there were any changes. NK added that the Parish Council wish to thank SB, DC, HM, RE and Chris Baines for their hard work preparing the submission and attendance at the meeting on behalf of the village. DC asked RE if any of the other areas that he had attended to speak for had neighbourhood plans – RE added that they didn't but were now looking at starting this for the 2029-2045 plan. DC and HM were concerned about a lack of public engagement and how this would work with a neighbourhood plan.

114. DISCUSSION OF RECRUITMENT OF NEW CLERK AND RFO

GC reported that the advert was agreed and has been advertised in various places. So far there have been 5 applications. NK said that he would be happy to shortlist the applicants with the aim of having interviews towards the end of March with 3 people on the interview panel. Closing date is 1st March. Need to check if JS wishes to be on the interview panel.

115. DATE OF FUTURE MEETING: The next meeting will be the **on Monday 2ND March 2026 at 7.00 PM.** Agenda items to Clerk by 19th February.