

WICKLEWOOD PARISH COUNCIL

Minutes of the Parish Council meeting held in Wicklewood Village Hall on Monday 2nd March 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)

116. WELCOME AND APOLOGIES FOR ABSENCE:

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

117. DECLARATION OF INTERESTS: None

118. PUBLIC FORUM:

118.1 Residents from Low Street were in attendance and reported that they had submitted their views in relation to the further planning applications in Low Street. Bob Thackery had asked that his comments be circulated amongst the councillors in advance. The Councillors all agreed that the submission was clear and understandable. Another resident will also send GC his comments to circulate amongst the councillors. No comments have been uploaded to the portal although many residents have sent in their views. Bob noted that residents were previously told they would be consulted in advance of these planning applications but this had not happened. It was agreed that the Parish Council would reiterate that they support the comments of the residents of Low Street that the proposals do not go far enough in relation to drainage. **Proposed DC seconded HM, all agreed**

118.2 The report from the County Councillor, MD has been circulated and is available on the website. It included information on parish partnerships, a new recycling centre, foster carers, Fire Service water rescue, highways, libraries and business support. HM questioned what Beryl Bays are – MD confirmed they were bays for hire bikes. HM also asked for clarification on what parish partnerships were – MD explained they were Highways projects where the costs were split between Highways and the Parish Council such as road signs, benches etc. The next round for this will be in June with a deadline of early December.

118.3 – The report from the District Councillor had been circulated and is on the website. It contains information about Budget and Final Government Settlement, Community Action Fund, Community and Leisure investments, Safeguarding, and planning guidance. HM asking for clarification on the Community Action fund – RE confirming there is £500,000 pot for this and it would be for applications for up to £20,000 up from £15,000 and essentially for projects not to do with village halls. There would be a further £500,000 in grants available

for things such as village halls. RE will let HM when the fund opens in the new financial year in case it is needed for the play equipment.

- 119. APPROVAL OF MINUTES OF MEETING HELD ON MONDAY 2nd February 2026.** SB added that section 108.2 should read that at least 1 person significantly breaks the speed limit each month (such as 50 or 60 mph in a 30mph) rather than just 1 person – hand amendment made **NK proposed accepting the amended Minutes as correct DC seconded, all agreed.**

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

120.1 Reported Highways issues

120.2 Contacted Bus Shelter installer regarding sign that had fallen – DC added the other bus sign seems to have fallen – he will check and report to GC to get this looked at if still an issue.

120.3 Corresponded with school re parking issues

120.4 Spoke to Brian Clarke re goat gala

120.5 Let TTSR know we wouldn't go ahead with allotment hedge at the moment

120.6 Continued to advertise Clerk job

120.7 Collated job applications and sent these to NK

121. FINANCE

121.1 ACCOUNTS FOR PAYMENT: including late payments

Monthly payments

Salaries	Clerk & Booking Clerk	753.80
HMRC	Month 11	24.64
Clerk's expenses	Sim, printing and mileage	18.79
Dream Team Cleaning	Village Hall Clean	360.00
Wave	Water bill – DD	36.14
EDF	Electricity – DD	239.72
	TOTAL	1433.09

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

121.2 Monthly Receipts and Payments Report

		Current	Premium	Total
Balance b/f		1777.61	43,572.51	45,350.12
Total receipts to 18.02.26		1490.50	0.00	1490.50
Hall hire	1490.50			
Total payments to 18.02.26		1639.21	0.00	1639.21
Inter Account Transfers		0.00	0.00	0.00
Closing Balance		1628.90	43,572.51	45,201.41

121.3 – GC explained that the Clerk is paid a home working allowance of £26 a month for use of electricity, storage of documents etc – this has previously been paid via wage slip under tax free items but as of 6th April 2026 this cannot be done – the amount can still be paid but not via wage slip – this will need to be paid via Clerk’s expenses – all agreed that this is fine – there is no difference to the Council **Proposed DC seconded SB, all agreed**

122. HIGHWAYS – HM said that Hospital Road by St Georges is becoming very dangerous and she had a near miss the other day. She wondered if Highways could put some form of warning sign there. GC will contact them.

123. PLANNING

123.1 Applications:

Initially a member of the public attempted to raise the point of Low Street but was informed that the public participation section of the meeting had finished and the meeting was now in closed session.

2025/0194,– Land South (Plot 2) Low Street – Reserved matters design, scale, appearance and landscape following outline permission 2021/2332 – will reiterate views and comments submitted by residents that the proposals to not go far enough **Proposed DC seconded HM, all agreed**

2025/0193 – Land South (Plot 1) Low Street – reserved matters design, scale, appearance and landscape following outline permission 2021/2331 will reiterate views and comments submitted by residents that the proposals to not go far enough **Proposed DC seconded HM, all agreed**

2024/3726 – Land South (Plot 2) Low Street – Variation of conditions 8 & 9 of 2021/2332 – (8) Approve the foul and surface water drainage & (9) revise the credit purchase ref number for the nutrient credits - will reiterate views and comments submitted by residents that the proposals to not go far enough **Proposed DC seconded HM, all agreed**

2024/3725 – Land South (Plot 1) Low Street - Variation of conditions 9 & 10 of 2021/2331 – (9) revise and approve the surface water & foul water drainage & (10) revise the credit ref number for the nutrient credits - will reiterate views and comments submitted by residents that the proposals to not go far enough **Proposed DC seconded HM, all agreed**

2025/3837 – Land west of Green Lane – Details for conditions 5, 6, 7, 11, 13, 14, 21 & 22 of 2024/2278 – (5) surface water drainage, (6) Foul water and sewerage, (7) Vehicular access, (11) Passing places, (13) Materials – External surfaces, (14) Landscaping, (21) Generator specification & (22) Lighting scheme JH noted that the pipe that had been put in is insufficient. It was also noted that they have not complied other with requirements RE added that the compliance officer is aware of these concerns. It was agreed that the Parish Council will also reiterate concerns that things aren’t being complied with.

Proposed NK seconded DC all agreed

2026/0458 – 85 High Street – single storey pitched roof extension – No views or comments - **Proposed DC seconded SB, all agreed**

2026/0412 - Land North East Of Hackford Road - Variation of conditions (2) revised layout and design (6) surface water drainage design (10) arboricultural details & (12) obscured glass no longer required due to revised design to permission 2021/1076

(which consented to erection of nine dwellings together with associated access and landscaping) RE added that the original plans were for 6 houses but 9 have been approved by the development management committee – this application is for surface drainage. SB added that he had looked at it but didn't have any comments – agreed that the Parish Council had no views or comments about this. - **Proposed SB seconded DC, all agreed**

124 VILLAGE HALL, PLAYING FIELDS AND ALLOTMENTS

124.1 Booking clerk report – SS reported that everything was fine with the hall and there wasn't much to report. Donna is hiring more on a Thursday and has taken the Cinema Club slot.

124.2 Hall maintenance items – None.

124.3 Gutter repair - Two quotes for the hall gutter repair had been circulated – one for £495 + VAT and one for £225 + VAT – GC had contacted another company who had not got back to her. The lower quote was someone who had done work for HM. All agreed to go with the £225 + VAT quote. **Proposed JH seconded SB, all agreed**

124.4 Playing Field inspection – all seems fine. The gate is swinging and normally JS fixes this so will see if he is able to do this when he is well again. NK asked when grass cut will happen – GC said there is now an extra cut and thinks it will be soon – GC will check.

124.5 Report from allotment and village sign inspection – DC inspected on 27th Feb and there was nothing to report.

125. UPDATE ON PLAY AREA FUNDING

HM explained that DC, NK and HM met and went through the Mick George application. This has now been submitted and they should hear back by 5th April if the expression of interests can be taken further. If so a further application would need to be put in place by the 19th April. If this isn't successful, HM has prepared a National Lottery application and, if this isn't successful then HM has talked with the school about assisting with an application for the South Norfolk Community Action Fund. GC apologised that she had referred to the ringfenced CIL money for the play area as £1626 in last month's meeting however that was omitting the CIL money received this year so the total CIL money ringfenced for the play area is £3370.

126. NEIGHBOURHOOD PLAN

HM asked RE whether there was still any funding available. RE confirmed that there are always grants of £6000 but he was unsure whether there was still any of the additional £10,000 grants left. NK adding that there are additional costs to this, above and beyond the grants and there needs to be public participation. SB added the costs are usually around £20,000 – RE said they differ according to size but they are often between £15,000 - £20,000. DC added that it needs to have the community involved as well as the Parish Council – RE confirming that the Parish Council are the legal body to approve but steering groups often contain a combination of community members with Councillors. HM added that she felt we have missed an opportunity by not having this for the VCHAPS hearing. SB added that he feels there isn't a huge appetite for this in the village. VCHAPS didn't have a large amount of public engagement and SB feels Neighbourhoods Plans are similar. SB and

HM agreed it would be a good thing but without public engagement it wouldn't work. Barford and Barnham Broom have applied for this funding but RE did agree that they have a higher level of public participation. SS asked whether something could be put in The Net – not all members of the community may use Facebook – outlining what a Neighbourhood plan is and try to drum up interest. HM wondered if we combine a page about the results of the VCHAP and how a Neighbourhood plan would help in future. SB added something similar was attempted with the first stages of VCHAP but it is worth trying again. SB is happy to draft something for The Net. This will also be put on the next agenda. **Proposed HM, seconded SB, all agreed.**

127. RECRUITMENT OF CLERK AND RFO ROLE

There have been 12 applicants. NK has gone through these and has selected 4. NK is happy to be on the interview panel as is HM. SB added he would be too. GC adding that JS may want to attend if he is well enough. SB said he would be happy to stand down if JS could attend. GC is also happy to attend and will circulate a list of previous interview questions. NK, SB, HM, GC and JS would agree between them the date but it probably would be 16th March in the evening.

128. DATE OF FUTURE MEETING: The next meeting will be the **Annual Parish Meeting at 7.00pm on 13TH April 2026 followed by the monthly Parish Council Meeting.** Agenda items to Clerk by 2ND April.