

WICKLEWOOD PARISH COUNCIL

Minutes of the Parish Council meeting held in Wicklewood Village Hall on Monday 11 May 2026

Present: John Seville (JS) Chair, Nick Kemp (NK) Vice Chair, Richard Goodings (RG), John Hipperson (JH), Stephen Brown (SB) and Hilary Matthews (HM)

In attendance: Carol Bailey (Clerk), Sophie Scott (SS) Booking Clerk, and Gary Douglas-Beet (GDB) County Cllr and 3 members of the public

30. WELCOME AND APOLOGIES FOR ABSENCE:

The Chair welcomed all to the meeting. Apologies were duly accepted from Richard Elliott (RE) District Cllr.

31. DECLARATION OF INTERESTS:

31.1 Declaration of Interest in any items on the agenda – there were none.

32. TO APPROVE AND SIGN THE MINUTES OF THE MEETING OF 11 MAY 2026

32.1 The Minutes of the Meeting of 11 May 2026 were duly signed by the Chair as an accurate record of the meeting. **Proposed NK Seconded SB**

The meeting was adjourned at 7:01pm to allow the Public Forum to take place.

33. PUBLIC FORUM

33.1 GDB gave a short verbal report on his first three weeks in post. The Reform group had formed a minority administration on Norfolk CC and one of their first decisions was to withdraw the Councils Political Assistant Posts saving the Council in excess of £100,000. JH asked a question regarding the amount of money being spent on consultants and GDB believed this was all to do with the Local Government Re-organisation.

33.2 Residents from Low Street updated the Council on the current planning situation and the next important date of 19 June 2026.

The meeting restarted at 7:04pm.

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

34.1 Contacted Highways and Planning regarding the issue on Hackford Road. Advised by Highways this is an HSE issue so complaint submitted to them Reference CAT-0355400

34.2 Contacted Westcotec regarding the issue with the bus shelter – they had paid a visit and the rivets were secure – the new rivets are a stronger version and there should not be a further issue

- 34.3 Contacted Finn Geotherm regarding the Air Source Heat Pump – have not heard back so chased again
- 34.4 Sent all relevant paperwork to Barclays Bank but have not heard back
- 34.5 Received outline details of ASB for dog fouling from Richard Elliott. Also awaiting signage and further details from Teri Munro-Brown at SNDC once her workload allows
- 34.6 Purchased new gate latch for Playing Field
- 34.7 Placed Notice for Exercise of Public Rights for the 2025/2026 accounts
- 34.8 Lodged AGAR and accounts with the External Auditors

35. FINANCE

35.1 ACCOUNTS FOR PAYMENT: including late payments

Monthly payments

Salaries	Clerk & Booking Clerk	641.00
HMRC	Month 2 PAYE and Employers NI	150.31
Clerk's expenses	SIM, Mileage, Printing, Home Working Allowance and Gate Latch	60.28
EDF	Village Hall – Electricity – RATIFICATION ONLY	77.56
WAVE	Village Hall – Water – RATIFICATION ONLY	44.53
K D Rivers Ltd	Work on Village Hall guttering – RATIFICATION ONLY	270.00
	TOTAL	1243.68

Resolved: That all accounts as presented be paid.

35.2 Monthly Receipts and Payments Report

		Current	Premium	Total
Balance b/f		2710.27	45682.82	48393.09
Total receipts to 20.5.26				
Hall hire	1639.83			
Total payments to 20.5.26		4146.28	0.00	
Inter Account Transfers			+6000.00	
		+1000.00	-1000.00	
Closing Balance		1203.82	50682.82	51886.64

35.3 To note the dates for the Exercise of Public Rights runs from Wednesday 3 June 2026 to Tuesday 14 July 2026

35.4 To note the 2025/2026 AGAR and Accounts have been lodged with the External Auditors

35.5 To re-appoint Robin Goreham as the Internal Auditor for the 2026/2027 financial year –

DULY AUTHORISED Proposed NK Seconded DC

35.6 To receive details of new HMRC mileage rates from 1 April 2026 and make any **DECISION** necessary – the new HMRC rate of 55 pence per mile was **DULY ADOPTED** by the Council

35.7 To consider the purchase of a noticeboard for the Parish Council/Village – HM asked if the Council would consider this. She had already approached GDB about a grant towards this. The Council had not allowed any money in its current budget for this year so HM accepted it would need to be for 2027/2028 if considered. Following a discussion where feelings concerning purchasing, siting and keeping a noticeboard updated were mixed this would be left as an open item for discussion in future.

36. HIGHWAYS

36.1 RG reported an issue near the waterworks on the Deopham to Wymondham Road but said that he would report this online.

36.2 The Chair reported that a 30mph sign on the humped back bridge returning from Wymondham was obscured by a tree on the bridge.

36.3 JH reported that some of the village signs were extremely dirty and needed cleaning. He already cleans some of the signs but asked if others may be willing to clean some of the other signs

37. PLANNING

37.1 Applications:

2026/1284 Rosewall Barn The Green **Proposal:** Stand-alone energy system positioned within rear garden

There were no comments on this application

37.2 Decisions:

2025/3755 The Deer Barn Church Road **Proposal:** Erection of stand-alone pergola, wood store, greenhouse & bin store (retrospective) **Approval with conditions**

2026/0808 49 Low Street **Proposal:** Replacement windows **Approval with conditions**

2026/1037 Oak House High Oak Lane **Proposal:** Erection of rear extension, conversion of garage to games room, front porch refurbishment and partial rendering of front elevation to match integral garage **Approval with conditions**

38. VILLAGE HALL, PLAYING FIELDS AND ALLOTMENTS

38.1 **Booking clerk report** – the Booking Clerk (SS) reported all was well with the Hall and there was nothing to report. The Chair requested that hirers be reminded that the chairs should be put back in the correct place in the store room so as not to block the door

38.2 **Hall maintenance items** – there was nothing to report

38.3 **Playing Field inspection** NK agreed to put the new latch on the gate to the Playing Field. He further reported that the bottom part of the climbing frame was showing signs of wear and losing some paint. There was already some painting to be done and

the Clerk was requested to email the painter and ask if he could add this to the current list of works

- 38.4 **Report from allotment and village sign inspection** – DC reported that there were no issues with the village sign or bus shelter. The next cut on the allotments was early June and the orchard due for early July. NK reported that a double allotment plot is likely to become vacant and the community plot is currently being looked after by new volunteers. It is thought there may be up to 3 plots available for rent in the near future.
- 38.5 To discuss any updates on the grants for play equipment – HM said she currently had nothing to report on this but asked if a meeting could be arranged for the first week in July to include the Clerk for help with obtaining a grant. She agreed to arrange this.

39. NEIGHBOURHOOD PLAN

39.1 SB reported everything is in place for upcoming Neighbourhood Plan Public Meetings. He confirmed that there was still £6,000 available from SNC as well as a further £10,000 in a transitional fund. The purpose of the upcoming meetings was to gauge the level of public interest in producing a plan as they must be community led.

- 40. DATE OF FUTURE MEETING:** The next meeting will be on Monday 6 July at 7pm. Agenda items to Clerk by 25 June.

There being no other relevant business the meeting closed at 7:36pm.