

WICKLEWOOD PARISH COUNCIL

Minutes of the Parish Council meeting held in Wicklewood Village Hall on Monday 7th January 2019

Present:	Mike Gamble	(MG)	Chair
	John Seville	(JS)	Vice Chair
	Alan Goodings	(AG)	
	Richard Goodings	(RG)	
	John Hipperson	(JH)	
In attendance:	Helen Frayer	(HF)	Parish Clerk
	Rachael Mold	(RF)	Booking Clerk

582 WELCOME AND APOLOGIES FOR ABSENCE

The Chair welcomed all to the meeting. Apologies were received from Nick Kemp, Andrew Goodings, Margaret Dewsbury and Michael Edney

583 DECLARATION OF INTERESTS

None were received

584 PUBLIC FORUM

Mr and Mrs Hallam gave an update regarding the parish Boxing Day meal they had held. There were 12 in attendance and although they would have liked more, it was very much enjoyed by all. They thanked the Council for their donation towards the costs. They would like to continue this and hold an event per season, starting with a cream tea at Easter. Those who went said they would recommend it to others and they feel it would be a valuable asset to the village. RG suggested they approach the Old Village Hall Trust for funding.

585 MINUTES OF MEETING HELD ON MONDAY 3rd NOVEMBER

JS said that point 573 should read that he had proposed the 'published' rate not 'full' rate as stated. This was manually corrected, along with the final point which had been incorrectly numbered and should read 588 not 522.

Resolved: to agree and sign the amended minutes as correct. Proposed AG, Seconded JS, all agreed

HF reported that in the agenda for the December an error had been made in the finance report. The correct figures had been put in the Minutes of the meeting.

586 MATTERS ARISING not included in Agenda

HF reported that the amended quote from Norse had been received as requested. They had also supplied a schedule but this only specified number of cuts per month, not the date. They had offered to provide work docket when they attended if we wish. JS said could we request they do this by email.

HF to agree work dockets with Norse

587 CORRESPONDENCE

Mr & Mrs Poore	Re hedge in Church Lane – noted, to be discussed under Highways reports
Norfolk County Council	Requested volunteers to sit on Norfolk Local Access Forum - noted
Norfolk Citizens Advice	Request for donation. Donation of £50 proposed JS, seconded RG all agreed
Norfolk Police	Rural Communities Newsletter - noted
Ward, Gethin Archer	Offer for council legal support/advice - noted

588 ACCOUNTS FOR PAYMENT

Salaries	Clerk and Booking Clerk	329.96
Expenses	Mileage, homeworking, stamps, annual fee for payroll site, key cut, 1 st aid supplies, cleaning materials and tea towels	144.62
Cleaning	Norfolk Eco Clean	337.50
S & C Window Repairs	Repairs to emergency exit door	65.00
TRS (Environmental) Ltd	Boiler Service	90.00
	TOTAL	£967.08

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

589 MONTHLY INCOME AND EXPENDITURE REPORT

	Current	Deposit	Total
Balance b/f	9,494.11	5,137.20	14,631.31
Total receipts to 5.11.18	1,465.80	2.56	1,468.36
	10,959.91	5,139.76	16,099.67
Total outgoings to 1.10.18	2,724.23	0.00	2,724.23
	8,235.68	5,139.76	13,375.44
Inter Account Transfers	0.00	0.00	0.00
Closing Balance	8,235.68	5,139.76	13,375.44

590 2019/20 PRECEPT

MG signed the precept claim with the request as agreed at previous meeting. HF noted that although the precept remains the same as last year, because of the new development, the amount per household has slightly decreased.

HIGHWAYS

- 591** AG stated that he had looked at the current situation regarding the hedge in Church Lane and although it has been cut back, it's only been done about a foot. JS said there is also a lot of debris there and further obstructions of a table, dustbins, rubbish etc which further prevent the verge being used to step on away from traffic. Highways have reported that they are still in correspondence with the resident, particularly re the water hydrant, but would not be implementing cutting works themselves. They state that there are numerous other incidents of encroachment onto verges, both locally and across the county and it is not practical to enforce them all. JS pointed out that Mr and Mrs Poore have themselves planted on the verge outside their house which is causing an obstruction on Highways land.

HF to contact Highways re the debris still on the verge

- 592** HF gave Highways' update re the query about the clearing of gullies, whether there was a regular schedule rather than making specific requests. Response is that the County Council now operate a 3 year programme due to reduced funding. They do monitor the gully pot silt levels and will attend reactively when matters are reported. JS stated that the drain near Hospital Road does not have a pot it is merely a drain in the kerb and being at the bottom of the hill, silt regularly runs down and blocks it causing the road to flood there on a regular basis. Can we request Highways deal with this on an annual basis.

HF to contact Highways

593 NORWICH WESTERN LINK CONSULTATION

The Council discussed and agreed that although not concerned with the proposed route, there was concern re traffic from the west and that it might become a rat run. To respond that weight restrictions should be put on local roads to prevent this.

Proposed MG, seconded RG, all agreed. HF to respond accordingly to consultation

PLANNING

- 594** New planning applications and decisions were noted.
- 595** HF updated re response to recent Parish Council Planning Consultation. It is recognised the problem caused when consultation notification comes soon after a Parish meeting. It is acceptable that by local agreement, the information can be circulated around Councillors by email and the Clerk will collate comments to make official response on behalf of the parish council. HF requested that this be agreed with exception for particularly contentious or large applications when it will be brought before the meeting. **Proposed JS, seconded RG, all agreed**

WICKLEWOOD VILLAGE HALL AND PLAYING FIELDS

- 596** Report from Booking Clerk: There have been a few issues re cleaning lately. RM had contacted the cleaner who said he often has to clear up after users which hasn't left enough time for cleaning properly. RM asked for photos of mess so she can address this with the relevant users. There was a pile of dust in the lobby which had been there a while so not sure if he had attended. Donna had also reported that the standard was not as good as it was initially. RM suggested having a sign sheet in the boiler room that he signs when he attends. MG said that if he needs more hours then that can be requested. **RG to arrange sign in sheet**
- 597** The previously circulated report regarding hire rates in neighbouring halls and a proposal to increase the hire rates as from April was considered. MG asked for a definition of regular user, RM suggested more than one booking a month. **Resolved to accept the recommended new rates JH proposed, JS seconded, all agreed. RM to notify regular users**
- 598** Repairs and decoration to bar – No further update re the new shelving. There has been further leaking from the roof over the Christmas period. The builders have been notified, awaiting their attendance.
- 599** Maintenance items in village hall – JS reported that several of the chairs have missing or damaged rubber stops at the bottom of the legs, this causes scratching of the floor. There are spare ones available. Suggested the Cinema Club, who get the most chairs out, be asked to look out for these and put to one side for repair. **HF to contact Cinema Club**
- 600** The quotation for remedial work on the fire alarm received for £219.84. **Resolved to accept quotation, proposed JS, seconded JH all agreed**
- 601** The boiler has recently been serviced which ends the current contract. Quotation to continue work annually for further three years at £80 plus vat **Resolved to accept quotation, proposed JS, seconded JH all agreed**
- 602** Report from playing field inspection: NK had updated clerk that inspection had taken place with nothing to report.
- 603** Report of gate being placed in boundary fence: Letter received from developers. They state that the gate was not constructed by them and it is up to the Council to raise this with the property owner of 11 Mill View Way. Regarding the maintenance of the hedge they ask for a quotation for review and state that the boundary fencing will be completed within the next 1-2 months. Tim Carver has already quoted for the hedge cutting which is now due. **HF to send hedge cutting quote to developers and write to householder asking them to remove the gate**

604 Maintenance of grounds – The car park lock had to be cut off as somehow the combination had been changed. **RG to buy replacement lock**

605 ANY OTHER BUSINESS nothing raised

606 DATE OF FUTURE MEETING

Monday 4th February. Agenda items to Clerk by 25th January

The meeting was closed at 8.45pm