

# *Wickmere with Wolterton Parish Council*

Minutes of the ordinary meeting held in the Village Hall, Regent Street, Wickmere  
On Wednesday 9<sup>th</sup> November 2022 at 7.00 pm

## **Present**

Parish Councillors: Lesley Ash (Chair) Richard Hembling Phillida Hurn  
Georgina Madeley Vanessa Tomczynska

## Also in attendance:

John Toye (NNDC member for Erpingham Ward)  
Saul Penfold (NCC member for North Walsham West & Erpingham division)  
Ros Calvert, Clerk to the Council

1. **APOLOGIES FOR ABSENCE** - none
2. **DECLARATIONS OF INTEREST** - There were none
3. **MINUTES** – The minutes of the Parish Council Meeting of 14<sup>th</sup> September 2022 were circulated agreed and signed by the Chair as a true record
4. **CO-OPTION** – no applications were received
5. **ADJOURNMENT** – it was agreed to adjourn the meeting to receive reports from NNDC & NCC, other community groups and from members of the public and those with a disclosable interest in agenda items.
  1. NN District Cllr John Toye – reported on:
    - The increase in supply of temporary accommodation which had been acquired rather than use of local bed and breakfast hotels.
    - The cost of living summit and the council's deficit. It would not be cutting services but this would be a challenge for everyone
    - The Youth Council steering group which had been initiated
    - The Planning Survey on the NNDC website which was due to be completed by 30<sup>th</sup> Nov. and the impact of nutrient neutrality requirements on planning applications
    - Bird flu: the local impact on businesses and wild birds
    - The pig units on the Matlaske Road - he would chase this up
    - The next Erpingham Group meeting scheduled for Tuesday 13<sup>th</sup> December at 7pm at the Banningham and Colby Community Hall – topics would include Emergency Planning, tree planting and footpaths
  2. County Councillor Saul Penfold – reported on:
    - The 2023-24 Budget and the challenge of making cost savings by reducing some services.
    - He was keen to be advised as to when the pigs had been removed. This would then allow for the repair to the triangle to be carried out
  3. Safer Neighbourhood Team (SNT) Cromer – reported that:  
The next SNAP Priority Setting meeting: would take place at 6:30pm on Monday 12 December 2022 at Cromer Town Council Offices, North Lodge Park and virtually via Microsoft Teams. They advised that those unable

to attend could still like raise a concern, or could join virtually by emailing the Beat Manager at [SNTCromer@norfolk.police.uk](mailto:SNTCromer@norfolk.police.uk).

## 6. PLANNING

Application received:

1. **LA/22/2503** - Internal works to restore & renovate interior of dwelling at 1 Estate Yard Cottages, Wolterton Park, Wall Road, Wolterton.  
**It was agreed** to support this application

The following planning applications were received between meetings:

2. **RV/22/2154** - Variation of condition 2 (approved plans) of planning permission PF/18/0344 (Conversion and external alterations to stable block to form 5 dwellings for holiday letting and events/function facility) to allow alterations of plans including additional dormers and alterations to fenestration. Stable House, Wolterton Park Wall Road, Wolterton Norwich  
**No objections:** comment: the application should ensure that the building is kept in good repair
3. **LA/22/2155** - Variation of condition 2 (approved plans) of listed building consent LA/18/0344 (Internal and external works associated with conversion of stable block to form 5 dwellings for holiday letting and events/function facility) to allow for alterations to approved internal and external works. Stable House Wolterton Park Wall Road Wolterton Norwich  
**No objections:** comment: the application should ensure that the building is kept in good repair

## 7. CLERKS' REPORT & MATTERS ARISING - to receive information on matters arising from the previous meeting and those not mentioned elsewhere on the agenda.

1. The clerk attended the NNDC Parish Engagement Forum – there was an update on the Code of Conduct, the 2023 Council Elections, Warm Spaces and observations on bullying and harassment of councillors and staff. Next Meeting was due on 9<sup>th</sup> Jan '23.
2. Noise Nuisance – resolved.
3. Invitation to Bid for Parish Partnership 2023/2024 - **Agreed** that there was nothing required at present.
4. Community defibrillator –
  - A grant of £990 had been received from the NNDC Sustainable Communities Grant fund.
  - Cllrs Phillida Hurn and Lesley Ash cleaned the kiosk ready for defibrillator which was installed on 9<sup>th</sup> November. Cllr Richard Hembling would carry out the first and following monthly site checks and complete the reports.
  - **It was agreed** to paint the kiosk in the spring or summer. The red and gold paint had been received and 'before' photos taken.
  - The defibrillator had been registered with the East of England Ambulance Service.
  - A training session open the community and neighbouring community would be held in Village Hall in the new year – date to be confirmed.

5. Highway and Footpath matters.

- There was a link on parish council website to facilitate reports to NCC Highways.
- Cllr Hembling was thanked for clearing around the Regent Street sign.
- The Matlaske Road triangle had been due for restoration in late September following the removal of the pig units and associated paraphernalia. Some units were still on the site, pigs were in evidence and triangle in a dangerous state of repair. Cllr Saul Penfold would chase this up with NCC Highways

6. Street name sign – 1-4 Church View, Regent Street

**It was agreed** to purchase a sign for £225.50 + VAT to be installed by the vendor. Clerk to send quotation to Cllr Saul Penfold who would see if he could secure NCC funding for this project.

7. Sale of ex-local authority property in Regent Street - no update

8. There were no other matters arising

**8. VILLAGE HALL**

1. Bank Account – the committee was waiting for a response from the Bank
2. Christmas Lights & Carols – Dates and arrangement were discussed.

Post meeting note:

**Tree and Carols: Friday 9<sup>th</sup> December at 6.30pm** to be followed by a social event at the Village Hall

**9. FINANCE**

1. The bank reconciliation was signed. There was a balance of £32,548.25 on 10/10/2022
2. The following bank signatories had been approved – Cllrs Ash, Hembling and Hurn
3. The following payments and receipts were noted and approved

Date		Description	£	Balance
Paid by Transfer or DD				
27-09-2022	Anglian Wager	VH Water	-5.00	30,881.58
30-09-2022	NNDC	Precept	1,750.00	32,631.58
04-10-2022	Viking	Stationery	-64.02	32,567.56
10-10-2022	British Gas	VH Electricity	-19.31	32,548.25
27-10-2022	NNDC	Grant	990.00	
<b>Approved</b>				
9-11-2022	R Calvert (salary and expenses)	October & November	-639.77	
09-11-2022	British Gas	VH Electricity	-11.89	
09-11-2022	NPTP	Audit Training	-54.00	
09-11-2022	NCC	Street Sign	-270.60	
09-11-2022	CHT	Defibrillator	-2,928.00	

**10. BUDGET & PRECEPT 2023-24**

1. The reserves were reviewed and approved as presented.  
It was suggested that at least one wooden bench should be replaced.
2. **It was agreed** to purchase a replacement office printer/scanner
3. The draft budget was reviewed and approved.
4. **It was agreed** to set the precept for 2023-2024 at £3,500 - the same as it had been for the previous three years. It would result in a charge of £64.80 p.a. for a Band D property. Excess expenditure in 2023-24 would be taken from the General Fund.

**11. CORRESPONDENCE - correspondence received**

1. Internal Auditor – it was agreed to appoint Dawn Sedgewick Internal Auditor for 2023-24. She would attend the NPTS Internal Auditor Course in January 2023 (£54.00)
2. Warm Spaces - Local provision was discussed
3. Vattenfall and Ørsted – Vattenfall [Community Benefit Report](#) was circulated and noted.

It was noted that Ørsted had committed to providing a Community Benefit Fund worth £700,000 each year for an initial 10-year period from their Hornsea Three offshore wind farm. The fund was subject to Ørsted making a positive Final Investment Decision to develop the Project which was expected in late 2022.

**12. LATE CORRESPONDENCE AND REPORTS FROM COUNCILLORS AND REFER AS APPROPRIATE TO NEXT MEETING**

1. Councillors were reminded that the Council would support councillor training and refresher courses.
2. To review Code of Conduct as advised by NNDC
3. To consider arrangements for 2023 Council Elections
4. To consider arrangements for the Coronation of King Charles III – 6<sup>th</sup> May '23

**13. NEXT ORDINARY COUNCIL MEETING**

The next meeting would be held on **Wednesday 11<sup>th</sup> January 2023 at 7.00 pm**

**Signed:**

**Date:**