

Wickmere with Wolterton Parish Council

Minutes of the ordinary meeting held in the Village Hall, Regent Street, Wickmere
On Wednesday 13th September 2023 at 7.00 pm

Present

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

Also in attendance:

Saul Penfold (NCC member for North Walsham West & Erpingham division)
Coralie Martin (NNDC Community Connector)
Ros Calvert, Clerk to the Council

1. **APOLOGIES FOR ABSENCE** - District Councillor John Toye
2. **DECLARATIONS OF INTEREST** – no declarations of interest or requests for individual dispensations were received
3. **MINUTES** – Following a correction in the list of attendees (*John Toye was in attendance, Saul Penfold was not*) the minutes of the ordinary Parish Council Meeting of 5th July 2023 were circulated agreed and signed by the Chair as a true record.
4. **ADJOURNMENT** – To receive reports from NNDC & NCC and Norfolk Police, comments from members of the public and those members with a disclosable interest in Agenda items.

1. Coralie Martin (NNDC Community Connector)

Coralie was invited by the Council to talk about her role as the Community Connector. She had been appointed to enable local rural residents, especially those who might feel lonely or isolated, to get easy access to useful services and support and to inform them of the various facilities and groups that were available.

She brought with her a comprehensive Community Information Folder which contained lots of useful phone numbers and leaflets about groups and services that could benefit residents. The parish council, village hall and church could also contribute additional information.

The folder was put in the church for easy accessibility.

A leaflet which gave contact details and QR Code to link to the Community Connectors map page where community and voluntary groups across the district were displayed was put on the village noticeboards. A link would be added to the Wickmere website. [Home | Community Connectors \(north-norfolk.gov.uk\)](https://www.north-norfolk.gov.uk)

It was hoped that funding for this project would continue for the next year.

Aldborough Village Care was looking for volunteers. There was concern that although it was well used it could have to close due to lack of volunteer support.

2. NCC Member Saul Penfold (also a NNDC Councillor) reported on activities from both Councils.

He was able to confirm that the highway issues at the Barningham/Matlaske junction and the Aldborough Road had been resolved following his input with Highways and contact with the local highway engineers.

The Church View Road name sign that had been funded through his County Council allowance had also been completed.

He spoke about a motion at County Council that he was supporting which was to help those in fuel poverty.

The vote on the County Deal would take place in December.

The Sustainable Communities Fund and Heritage Fund for Churches were discussed. Solar Panels and or solar tiles for the Village Hall and the Church were mentioned as there was an awareness of the government's goal to attain Net Zero emissions.

3. Norfolk Police Engagement Officer PC Peter Davidson sent regular reports which were circulated and available at: [Cromer | Norfolk Constabulary](#).

There were no matters arising.

There were no other comments.

5. CLERKS' REPORT & MATTERS ARISING - matters arising from the previous meeting and those not mentioned elsewhere on the agenda

1. Councillor Training – councillor training courses had been offered to all members.
2. Community defibrillator – councillor volunteers had completed the cleaning and painting of the BT phone box and had received many appreciative comments from residents. Special thanks to Cllrs Ash, Hembling and Hurn.
3. Vattenfall - Works, such as archaeology, surveying and establishing of mobilisation areas, would continue along the remaining 40km, the main works commencing September 2024. A drop-in information day in Aylsham Town Hall would be rescheduled

6. VILLAGE HALL

1. Community Action Norfolk – Cllr Markham offered to scrutinise the Village Hall Lease and Trust Deed. These would be also be circulated to all members for information.
2. Electricity – new supplier had been engaged and an initial deposit of £124.74 paid by direct debit. A credit of £100 on account had been received
3. Fire Safety Inspection and service – had been completed and two replacement fire extinguishers and a fire blanket had been purchased and installed £290.48 + VAT
4. Social events – A Book Signing (Tuesday 19th Sept 6-8 pm) and a Cheese and Wine event (Friday 29th Sept 2023) had been scheduled and would be advertised locally. Social events had been well attended over the summer.

7. HIGHWAYS

1. Parish Partnership Scheme Initiative – invitation to bid was discussed
2. Orchid Signs – had been removed to allow the verges to be cut.

3. Barningham/Matlaske Road junction had been painted and remedial work completed.
4. Road works to correct the hollow by the bridge at Aldborough Road had been completed.
5. Work at Common Road caused by a water leak had been repaired.
6. Temporary TRO (NTRO 7116b) The footbridge over the Bure from Blickling FP19 to Erpingham FP3 was closed to facilitate replacement works and would be closed at least until 23 September 2023

8. PLANNING - none

9. FINANCE

1. The Annual Governance and Accountability Return (AGAR) had been received by the external auditor. There would be no further report or certificate.
2. The bank reconciliation was received and signed. There was a balance of £28,491.95 on 15th August 2023, bank statement 82
3. The following receipts and payments were noted and payments approved.

Receipts & Payments

Date	Payee	Description	Receipt	Payment	Balance
BACS, DD, SO or Transfer					
15-06-23	Bank Statement	80			29,625.54
19-06-23	B Markham	2 Mugs	13.56		
28-06-23	HMRC	PAYE		96.00	
06-07-23	R C	Donation (Elec)	20.00		
10-07-23	British Gas	Electricity		19.37	
11-07-23	CAN	Annual Sub Silver		50.00	
12-07-23	Anglian Water	Refund	79.54		
12-07-23	Bank Statement	81			29,573.27
21-07-23	RCalvert/HMRC	Salary, HMRC & Expenses		589.35	
26-07-23	Octopus Energy (DD)	Electricity Deposit /1 st payment		124.74	
04-08-23	British Gas (DD)	Electricity Final payment		18.65	
11-08-23	Churches Fire	Service and replacements		348.58	
15-08-23	Bank Statement	82			28,491.95
Approved					
13-09-23	RCalvert/HMRC	Salary, HMRC & Expenses		593.50	
12-09-23	British Gas	Final Bill		2.59	27,895.86

10. **CORRESPONDENCE** –had been circulated and noted.
 1. Vattenfall – Public Information Event at Aylsham was cancelled
 2. Norwich Western Link - Update circulated

11. **LATE CORRESPONDENCE AND REFER TO NEXT MEETING**

It was noted that Wolterton Hall had been sold. Members looked forward to welcoming the new owners.

12. **NEXT COUNCIL MEETING**

The next ordinary meeting would be held on **Wednesday 15th November September at 7.00.**

13. **CLOSURE OF THE MEETING**

There being no further business the chair closed the meeting at 8.30 pm

Signed:

Date: