

# *Wickmere with Wolterton Parish Council*

Minutes of the ordinary meeting held in the Village Hall, Regent Street, Wickmere  
On Wednesday 14<sup>th</sup> September 2022 at 7.00 pm

## **Present**

Cllr Lesley Ash (Chair)      Cllr Richard Hembling      Cllr Phillida Hurn  
Cllr Georgina Madeley      Cllr Vanessa Tomczynska

## Also in attendance:

4 Members of the public  
Cllr John Toye (NNDC member for Erpingham Ward)  
Ros Calvert, Clerk to the Council (Locum)

**A minute's silence was observed in memory Her Majesty Queen Elizabeth II  
who died on 8<sup>th</sup> September.**

1. **APOLOGIES FOR ABSENCE**  
Cllr Saul Penfold (NCC member for North Walsham West & Erpingham division)
2. **DECLARATIONS OF INTEREST** - in agenda items and individual dispensations.  
There were none
3. **MINUTES** – The minutes of the Parish Council Meeting of 13th July 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 and Wickmere PCC and comments from members of the public and those with a disclosable interest in Agenda items
  1. NN District Cllr John Toye – explained that had no report.  
Following the death of Her Majesty Queen Elizabeth II a Book of Condolence had been made be available for the public to sign at the District Council Offices in Cromer  
The period of official mourning started on 9<sup>th</sup> September and would finish after the day of her funeral on 19<sup>th</sup> September.  
Update on sale of ex local authority house – see minute 8.5
  2. Council Chair Lesley Ash had represented Wickmere Parish Council and village at North Norfolk District Council in Cromer on 9<sup>th</sup> September to hear the **Proclamation of the Accession of King Charles III**
6. **NOISE NUISANCE** – complaints had been received about dogs barking through the night. Following local enquiries, the noise appeared to have abated.

## 7. PLANNING

Members were advised that they could ask their local NNDC member (currently Cllr John Toye) to “call in” applications to be heard by the Planning Committee. The Council would then have the opportunity to put their views directly to the NNDC Planning Committee at the appropriate meeting.

The following planning applications were received between meetings.

NNDC Ref: PF/22/1648

Proposal: Replacement of rotten timber windows with rosewood UPVC framed windows in the same design

Location: Moor Cottage, Regent Street, Wickmere, Norwich, Norfolk, NR11 7NB

Wickmere Parish Council - **support**

NNDC - Approved

NNDC Ref: PF/22/1737 Proposal: Porch to south of elevation of dwelling

Location: The Poplars, Aldborough Road, Wickmere, Norwich, Norfolk, NR11 7JJ

Wickmere Parish Council - **no objections**

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

1. Invitation to Bid for Parish Partnership 2023/2024 – applications due in by Dec. It was agreed that Council apply for a street sign “1-4 Church View” opposite those houses on Regent Street. It was suggested that Cllr Saul Penfold be contacted to see if he might be able to get funding for this as it was important for emergency identification by fire and ambulance services.
2. Community defibrillator
  - **It was agreed** to accept a quotation of £2,440 from the Community Heartbeat Trust (CHT) for the purchase of a defibrillator, training, fitting and annual support. Annual support would be available at £135 pa initially for 4 years and this could be extended.
  - **It was agreed** to apply to NNDC for grant support of under £1,000
  - **It was agreed** that volunteers would clean and paint the phone box. Paint would be provided by CHT.
3. The draft Equality and Diversity Policy was approved and adopted
4. Other Highway and Footpath matters
  - The Matlaske Road triangle was due for restoration in late September following the removal of the pig units and associated paraphernalia.
  - There was concern that the hedges had not been cut back sufficiently to allow for the preservation of the verges necessary for pedestrian safety and visibility lines at road junctions dangerous for smaller road vehicles.
  - Members were advised to report any shortcomings following hedge and verge cutting to the Clerk and to [NCC Highways](#) promptly following the cut. A link to NCC Highways would be published on the website.

5. Sale of ex-local authority property in Regent Street – John Toye explained that there was little the Council could do about the sale of this property by Victory Flagship Housing. He noted that Victory Flagship Housing had said it had two more properties in the village that it proposed to sell on the open market when they became vacant. It did not identify those properties.  
It was suggested that Wickmere could get together with other villages in the area, who were similarly affected to discuss and share options and ideas.  
Cllrs Lesley Ash and Richard Hembling would try to attend the Erpingham Ward Group Parishes Meeting on 20<sup>th</sup> September to explore options with neighbouring villages.
6. There were no other matters arising from the previous meeting

## 9. VILLAGE HALL

1. It was agreed to adopt VH Risk Assessment and to update as required. It would be available in the Log Book in the Village Hall
2. The Electrical survey/test quotation had been accepted and the work completed. The cost was £300 + VAT following minor works. A Copy of the report would be kept in the Log Book. No further immediate works were required.
3. Village Hall Committee – The accounts for 2020-2021 were received from the Treasurer and filed with these minutes.  
The Clerk was asked to witness and send off Village Hall Committee bank forms to Barclays Bank to ensure the account remained open.

### The AGM of the Village Hall Committee was held on 3<sup>rd</sup> August 2022

It was reported that:

- Andrew Hutchinson was elected Chairman and Secretary
- Barbara Shaw was elected Treasurer.
- Cheque signatories were Barbara Shaw and Richard Hembling.
- Councillors Lesley Ash, Richard Hembling and Phillida Hurn were Parish Councillor members of the Village Hall Committee.

A Friday night social was normally held on the last Friday in the month. These and other local social activities were advertised on a board outside Holly Hayes, Regent Street and on social media.

4. Members expressed their appreciation to the Village Hall Committee and volunteers who put on a splendid summer Platinum Jubilee party enjoyed by so many people in the village.

## 10. FINANCE

1. The bank reconciliation was signed.  
There was a balance of £31,908.44 on 09/08/2022.
2. The following payments were approved

Date	Payee	Description	£
<b>Paid DD or BACS</b>			
26-07-2022	Anglian Wager	VH Water	5.00
09-08-2022	British Gas	VH Electricity	13.74

25-08-2022	Anglian Wager	VH Water	5.00
09-09-2022	British Gas	VH Electricity	14.19
Date	Payee	Description	£
<b>Payments Approved</b>			
14-09-2022	Wilkinson Electrical	VH Electrical Installation Report	360.00
14-09-2022	R Calvert and HMRC	August & September	540.00
14-09-2022	Victor Shaw	Grounds Maintenance	150.00

3. Updated Bank Signatories were with the bank for approval

**11. CORRESPONDENCE** - correspondence received

1. **It was agreed** to continue as part of the SAAA sector led auditor appointment regime
2. Councillors Lesley Ash and Richard Hembling would attend the Erpingham Ward Group Parishes Meeting at 7pm on Tues 20 Sept.

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

1. It was agreed to consider a letter with ideas for the 2023-2024 budget to the next meeting when the budget would be considered.
2. Councillors were reminded that Councillor training and refresher courses were available to all members.

**13. NEXT ORDINARY COUNCIL MEETING**

To confirm date of next meeting– **Wednesday 9<sup>th</sup> November 2022 at 7.00 pm**

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