

Wickmere with Wolterton Parish Council

Minutes of the ordinary meeting held in the Village Hall, Regent Street, Wickmere
On Wednesday 24th January 2024 at 7.00 pm

Present

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

Also in attendance:

District Councillor John Toye
Ros Calvert, Clerk to the Council

1. **APOLOGIES FOR ABSENCE** were received and accepted from Cllr Barry Markham – due to change of scheduled meeting date. Saul Penfold (NCC member for North Walsham West & Erpingham division)
2. **DECLARATIONS OF INTEREST** – no declarations of interest or requests for individual dispensations were received
3. **MINUTES** – the minutes of the ordinary Parish Council Meeting of 15th November 2023 were circulated agreed and signed by the Chair as a true record.
4. **ADJOURNMENT** – To receive reports from NNDC and comments from members of the public and those members with a disclosable interest in Agenda items.

NNDC Councillor John Toye reported on recent activities, he highlighted issues arising from his recent work and from the District Council's budget deliberations. There was a shortfall which would have to be closed by making cuts, preferably not from core services. Public toilet provision was being reviewed as were allocated reserves and each department had been asked to review their budget. It was a difficult time to predict future requirements and to make a forward plan.

There were no further comments.

5. **CLERKS' REPORT & MATTERS ARISING** - matters arising from the previous meeting and those not mentioned elsewhere on the agenda
 1. Councillor Training – It was agreed to arrange for an evening training session in the Village Hall on Wednesday 15th May starting at 7pm. The cost would be £295 and the session would be open to all the councillors and anyone who might be interested in joining the council in the future.
Topics would include:
 - Roles and Responsibilities
 - The code of Conduct,
 - Risk management & Insurance,
 - Powers and Duties,
 - Governance and Financial Management

- Meetings, Minutes and Agenda.

2. Planning Policy and Guidance on planning would be circulated to all members and policy reviewed at the next meeting

6. MEETING DATES 2024-2025

The following schedule was approved:

Wednesday 8th May 2024 – Annual Meeting
 Wednesday 10th July
 Wednesday 11th September
 Wednesday 13th November
 Wednesday 8th January 2025
 Wednesday 12th March 2025 and Annual Parish Meeting

Also Wednesday 15th May – Council training

All starting at 7.00pm in the Village Hall

7. FINANCE

1. The bank reconciliation was received, approved, and signed. There was a bank balance of £28,946.25 as at 10th January 2024.
2. The following payments were approved (see table below)

Date	Payee	Description	Receipt	Payment	Balance
BACS, DD, SO or Transfer					
29-09-23	Bank Statement	84			29,627.52
19-10-23	Community Heartbeat	Year 2 of 4		162.00	
19-10-23	NNDC	Uncontested Election		20.47	
15-11-23	RCalvert/HMRC	Salary, HMRC & Expenses		416.00	
12-12-23	Octopus Energy	Direct Debit		39.05	
12-12-23	Bank Statement	86			28,990.00
28-12-23	Anglian Water	Water		16.39	
10-01-24	Octopus Energy	Electricity		27.36	
15-01-23	Bank Statement	87			28,946.25
For Approval					
24-01-24	RCalvert/HMRC	Salary, HMRC & Expenses		462.50	
24-01-24	D Shaw	VH Grass		180.00	

8. VILLAGE HALL

1. **Accounts 2023** - The annual Village Hall Management Committee (VHMC) accounts to 31st Dec 2024, prior to audit, were received and balances noted.
2. **Informal meeting** – some members of the VHMC and Parish Council met on 8th January 2024. It was anticipated that the VHMC would hold its AGM in late February to enable it to raise any issues with the Council before 4th March for consideration at the Council meeting on 13th March 2024.
3. **Any other Village Hall matters**
 - It was noted that the clerk receives calls from the Power Network regarding power cuts at the Village Hall.
 - Clerk to explore alternative bank suitable for charity account

9. HIGHWAYS

1. Potholes at Squalham Yard and between the pink house and Village Hall had been reported. Other potholes on top road by the farm entrance and opposite Wolterton Hall gates were noted, they were not visible due to puddles.
2. The salt bin at the west end of Regent Street had been temporarily fixed.
3. There was discussion regarding flooding of roads near the Forge and on Regent Street.

10. PLANNING

1. Planning applications

PF/24/0023 - Single storey rear extension following demolition of existing extension (garden room).

Location: Charnwood House Lower Street Wickmere NR11 7JE. - **Support**

LA/23/2682 - Rebuild and conversion of buildings to create 3 holiday units of accommodation on outside of north walled garden, together with repair of historic gateway and restoration of 19th century glasshouses

Location: Walled Garden Walls South East of Wolterton Hall, Wolterton Park, Wall, Road, Wolterton, Norfolk – **No objections**

There was concern regarding the future efficacy of foul water treatment and the surface water run off

LA/23/2683 - Internal and external works to support the rebuild and conversion of the buildings on the outside of north walled garden, together with repair of historic gateway and restoration of 19th century glasshouses

Location: Walled Garden Walls South East of Wolterton Hall, Wolterton Park, Wall, Road, Wolterton, Norfolk – **No objections**

2. Planning Decisions by NNDC

LA/23/2297 - Works to reinstate doorway in the back garden boundary

wall. Woodyard Cottage Wolterton Hall Wolterton Park Wall Road Wolterton
Norwich Norfolk NR11 7LX
Decision - Approved 11th January 2024

3. Other Planning Matters

1. **Antisocial behaviour in holiday lettings** - reports of antisocial behaviour coming from some holiday cottages were received. It was reported that there was excessive noise and fireworks on 31st January and drones were flown over private gardens and over the common both causing distress to animals and residents. The owners of the properties would be contacted.
2. **NNDC Training: Understanding the Planning System**
Was to be held on Thursday 1 February 2024 in Holt, 6.30pm – 8.30, Cllr Tomczynska offered to attend.
3. **Weekly Planning list:** The Council was in receipt of the NNDC weekly list of planning applications for the ward. This had been arranged by Cllr John Toye following a request at the last meeting

11. CORRESPONDENCE

1. **Police and Crime Commission** - Council received an invitation from Sherie, the Serious Violence Communications and Engagement Officer at the Office of the Police and Crime Commission for Norfolk to attend a PC meeting. She would attend the PC Meeting of 8th May when she can engage with public. Wickmere was the first and for some time the only council of the 90 in NN to reply.

There were no other matters arising from correspondence circulated

12. ANNUAL PARISH MEETING – Wednesday 13th March at 7.00pm

No specific items were raised for this meeting.

Representatives of local groups to be invited to report to the meeting

The agenda to be published by 29th February.

13. LATE CORRESPONDENCE AND ITEMS REFERRED TO NEXT MEETING

None received.

14. NEXT COUNCIL MEETING

The next ordinary meeting would be held on

**Wednesday 13th March 2024 at about 7.30 in the Village Hall
it will follow on from the Parish Meeting.**

15. CLOSURE OF THE MEETING

There being no further business the chair closed the meeting at 8.15 pm

Signed:

Date: