

Wickmere with Wolterton Parish Council

Minutes of the ordinary meeting held in the Village Hall, Regent Street, Wickmere
On Wednesday 13th July 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:

One Parishioner
Cllr John Toye (NNDC member for Erpingham Ward)
Cllr Saul Penfold (NCC member for North Walsham West & Erpingham division)
The Reverend Tony Lynn (Interim Team Minister)
Ros Calvert, Clerk to the Council (Locum)

1. **APOLOGIES FOR ABSENCE** – None
2. **DECLARATIONS OF INTEREST** - in agenda items and individual dispensations
Cllr Lesley Ash - Parochial Church Council, no financial interest.
3. **MINUTES** – The minutes of the Annual Parish Council Meeting of 11th May 2022 were circulated agreed and signed by the Chair as a true record
4. **CO-OPTION** – Georgina Madeley was co-opted to the Council; she signed her Declaration of Acceptance of Office and joined the meeting.
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 – his June report had been circulated by email. His speciality was housing issues and he offered his assistance to local residents.
 - He would follow up on the history of the sale of the rental property in Regent Street by Victory/Flagship Housing. He suggested that Council could bid to buy the empty property with gov't grant support.
 - NNDC Enforcement were able to pursue landlord failures where the duty of care had not been met and the property did not meet current habitation requirements.
 - There were queries about contacting local pond specialists.
 2. NN Cllr Saul Penfold–
 - Norfolk Household Support Fund – grants were available until the end of August through the [Norfolk Community Foundation](#) website for over 65's, carers and disabled people. Applications could be made through Parish Councils or voluntary groups up £50 towards bills and £40 for household costs
 - Road Safety Community Fund - £11,250 was available for small projects. Applications open until November 2022. These could include passing places,

warning signs, splays etc.

- It was noted that local splays and vehicular visibility was impaired by poor hedge and verge cutting by NCC. Cllr Penfold offered to look into this matter.
- He gave an update on progress and noted increasing costs involved with the construction of the NDR western link

3. Reverend Tony Lynn -

Reported on the reduction of congregations noting attendance records at St Andrew's Wickmere had remained poor decreasing from an average of 10 in 1972 to single figures for the current monthly service. There were many casual visitors as evidenced by entries in the visitor book.

PCC had to raise £3,500 p.a. (for the the parish share) and it had to raise funds to cover the cost of utilities, repairs and insurance of the church building.

Ideas to increase funds were put forward. These included concerts and other activities in the church but they would require a toilet. There was no running water.

6. PARISH CHURCH

It was agreed to contribute £100 to Wickmere and Wolterton Parochial Church Council towards the production and publication of the Church and Community News. This was published on the [Wickmere website](#), some copies were distributed to housebound residents and copies were available in the church from the beginning of each month.

7. NNDC TOWN & PARISH COUNCIL ENGAGEMENT FORUM

Cllr Lesley Ash and the Clerk attended. It was informative on housing issues.

8. INSURANCE AND ASSETS

The Asset List 2022 was received and following a minor correction it was adopted.

Total assets for insurance purposes were £120,310.31

It was noted that the cost of insurance had risen to ensure adequate cover.

9. FINANCE

1. Bank reconciliation was received and receipts noted.

Received VAT repayment - £422.64

Bank Balance at 11-7-2022 was £33,833.24

2. Cheque for £100.00 to Wickmere and Wolterton PCC (Minute No 6)
3. **It was agreed** to renew McAfee computer virus protection for two years from 13th Aug 2022 for £129.99 + £1.00 bank charge
4. **It was agreed** to renew CAN annual Bronze Membership for £20
5. The following payments approved

Date	Payee	Description	£
Paid by BACS or DD			
11-05-2022	British Gas	VH Electricity	19.58
23-05-2022	ICO	See 2021-22	35.00
25-05-2022	Anglian Water	VH Water	4.37
06-06-2022	Jemco	Orchid Signs	52.44
08-06-2022	British Gas	VH Electricity	44.73

26-06-2022	Anglian Water	VH Water	4.37
27-06-2022	CAS	Insurance	393.34
04-07-2022	Viking	Stationery/ Inks	86.38
11-0-2022	British Gas	VH Electricity	15.31
Approved			
13-07-2022	CAN	Annual Sub	20.00
13-07-2022	R Calvert/HMRC	June & July	540.00
13-07-2022	Grant Community Magazine	Wickmere with Wolterton PCC	100.00
13-07-2022	McAfee	Computer protection	130.99

10. PLANNING

1. Planning Decision – *late information*
 NNDC Orig. Ref: PF/20/2072 Appeal Ref: AP/22/0003.
 Ref: Erection of dwelling with attached double garage
 At: Park Farm Office, Wolterton Park, Wolterton, Norwich, NR11 7LX
 Appellants: Mr & Mrs Michael and Clare McNamara
 Appeal Against Refusal was dismissed - 13-07-2022
2. LLCON/2022/0001 The Norfolk County Council Local List for Validation of Planning Applications Consultation Draft, 2022: Invitation to respond to consultation by 11 July – circulated no comment

11. CLERKS' REPORT & MATTERS ARISING

Information on matters arising from previous meeting and those not mentioned elsewhere on the agenda.

1. Community Defibrillator – Cllr Richard Hembling gave short report on the options offered by the Community Heartbeat Trust (CHT) for a defibrillator to be installed in the council's red phone box. The Managed Solution Partnership appeared to be a good option
It was agreed to go with the fully managed option with cost of up to £3,500. Richard would discuss the finer details and options with the company and report back. He also offered to manage the box and send in reports to the CHT.
2. Highway and Footpath matters
 - Road closure and diversion at Itteringham Bridge – noted
 - NCC inadequate verge cutting was reported to Cllr Saul Penfold. Overgrown hedges and verges at splays and junctions were a visibility hazard. The May cut had not been adequate and new hedges had been planted too close to junctions
Minute 8.2 on 23 March 2022: "For highway safety purposes visibility splays on C and U class roads may be cut in mid-August" NCC Highways.
3. Invitation to Bid for Parish Partnership 2023/2024 by Dec 20 – suggestions included: splays, signage, passing places, rebuild of triangle on Matlaske Road
4. Conservation signs – these were installed during to prevent cutting of orchids on the Aldborough Road and were to be removed at the end of July.

5. Sale of Property in Regent Street by Victory Flagship Housing Trust
The Clerk had not received a response to a letter sent on 13th May.
Cllr John Toye was also making enquiries
6. There were no other matters arising from the previous meeting.

12. VILLAGE HALL

1. The Village Hall Committee Agreement was reviewed amended and adopted. The current Chair was Andrew Hutchinson and Cllrs Lesley Ash, Richard Hembling and Phillida Hurn were Parish Council members.
2. The list of VH key holders was updated
3. The Safeguarding Policy was reviewed and adopted.
4. PAT Test had been completed by Kev Burton - FOC.
5. Village Hall Committee Report – it was noted that the AGM had been postponed due to the Covid pandemic.
6. It was noted that an electrical wiring inspection was due.
7. The Village Hall Risk Assessment was referred to the next meeting

13. CORRESPONDENCE

1. Consultation on plans for a new Sheringham recycling centre was received
2. Orstead Hornsea Three Community letter – was noted
3. NNDC Jubilee Trees – report was noted

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

None

15. NEXT ORDINARY COUNCIL MEETING

Wednesday 14th September 22 at 7.00 pm

18 CLOSURE OF THE MEETING

There being no further business the chairman closed the meeting at 9:20 pm

Chairman:

Date: