

Wickmere with Wolterton Parish Council

Minutes of the ordinary meeting held in the Village Hall, Regent Street, Wickmere
On Wednesday 13th March 2024 at 7.30 pm

Present

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

Also in attendance:

Two members of the public
County Councillor Saul Penfold (arrived at item 11)
Ros Calvert, Clerk to the Council

1. **APOLOGIES FOR ABSENCE** were received and accepted from District Cllr John Toye

2. **DECLARATIONS OF INTEREST**
Requests for Dispensation were received from members of the Village Hall Management Committee
It was resolved that the Council delegate the power to grant dispensations to the Clerk.
Dispensation was granted to Lesley Ash, Richard Hembling, Phillida Hurn and Barry Markham until the end of this term of office as:
so many members of the decision-making body have disclosable pecuniary interests it would impede the transaction of the business (i.e. the meeting would be inquorate) and there is a need for efficient and effective conduct of the council's business.

3. **MINUTES** – the minutes of the ordinary Parish Council Meeting of 24th January 2024 agreed and following correction from D to V Shaw in the list of payments it was 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.

County Councillor Saul Penfold arrived at Item 11

He reported on the difficulty of budget setting in the light of a substantial deficit and reduced support from central government. Much consideration was being given to cutting expenditure where it would least affect the local living standards and levels of social support for the most vulnerable residents.

He offered to follow up on developments with the Highway engineer and the Environment officers at the County Council to prevent further flooding to property and the environmental pollution caused by field 'run-off' into the local ponds and drainage ditches at Purdy House and along Goose Green.

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

1. Councillor Training – Reminder of the evening training session in the Village Hall on Wednesday on **15th May** will start **at 7pm**. Open to all the councillors and anyone who might be interest in joining the council sometime in the future. Council to provide refreshments. NPT&S will equipment.
2. Sherie, the Serious Violence Communications and Engagement Officer at the Office of the Police and Crime Commission for Norfolk will attend the PC Meeting of 8th May
3. Antisocial behaviour in local holiday cottages - a full apology was received from the owners who had put measures in place to prevent a recurrence. They had given the clerk their contact details.

6. **WICKMERE VILLAGE HALL MANAGEMENT COMMITTEE (VHMC)**

1. The draft minutes of the AGM of the VHMC 23 Feb 2024 were received and noted. Richard Hembling, chair of the committee, would receive VHMC correspondence until alternative arrangements are established.
2. The following request was received from the VHMC
 - to have use of the Parish Clerk for its two formal meetings per annum. And the additional use of the Clerk to prepare the policies required for the successful operation of the Village Hall
 - for convenience that the utility bills remain in the Council name at least until contract renewal.
 - that the Council provides the VHMC with an annual grant (figure to be determined) to cover putting on events for the parish and the ongoing maintenance and running costs of the building and equipment.

ADJOURNMENT – it was agreed to adjourn the meeting to receive reports and comments from members of the public and those members with a disclosable interest the VHMC. Comments were received

THE MEETING WAS RECONVENED

It was agreed to accept, in full, the request made by the VHMC

7. **HIGHWAYS**

1. **N TRO 116c** prohibiting the use by the public of the footbridge over the Bure joining Blickling FP19 to Erpingham FP3 in the parish of Blickling had been extended to 22nd August 2024.
2. **POTHOLES** – potholes on the Aldborough road had been reported and filled. The one outside Wolterton Hall gates was under water and would be reported when visible.

8. **PLANNING**

1. **Understanding the Planning System** –Cllr Tomczynska reported on the Holt Planning workshop she attended on behalf of the Council. Copies of the presentations were circulated to all members

2. **Planning Protocol** – it was agreed to adopt the protocol circulated. Material planning considerations were noted.
3. **Planning Applications** - none were received.
4. **Planning Decisions from NNDC** were noted as follows:
 - **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
 - **PF/24/0023** - Single storey rear extension following demolition of existing extension (garden room) at Charnwood House Lower Street Wickmere Decision - Approved 12 February 2024
 - **TW/24/0208** - Works to Trees in a Conservation Area Proposal:
T1- Beech, remove. Location: 20 - 21 Regent Street, Wickmere, Norwich, Norfolk, NR11 7ND. Notification of intent to carry out works to trees in a Conservation Area has now been considered. NNDC raised no objections to the proposed tree works outlined. To be completed within 2 years i.e. by 31 January 2026.

9. FINANCE

1. The bank reconciliation was received, approved, and signed. There was a bank balance of £28,182.83 as at 15th Feb 2024.
2. The following payments were approved (see table below)

Date	Payee	Description	Receipt	Payment	Balance
BACS, DD, SO or Transfer					
15-01-23	Bank Statement	87			28,946.25
31-01-24	R Calvert/HMRC	Salary, HMRC & Expenses		462.50	
31-01-24	HMRC	Paid in advance		81.00	
02-02-24	V Shaw	VH Grounds		180.00	
09-02-24	Octopus	Electricity		39.92	
15-02-24	Bank Statement	88			28,182.83
13-03-24	Norfolk Parish Training & Support	Whole Council Training		295.00	
For Approval					
13-03-24	R Calvert/HMRC	Salary, HMRC & Expenses		516.50	
13-03-24	Norfolk Parish Training & Support	Annual Subscription		55.00	

11. CORRESPONDENCE – to review correspondence received

1. Flooding at Pit Pond and opposite at Purdy House –to receive a report and consider action to prevent further flooding to local properties and pollution to local waterways.

A report was circulated to members, to Councillor Saul Penfold and Highway

Engineer Justin Le May. An invitation to this meeting was sent to EF Harrold Ltd, they apologised they were unable to attend
 A report sent via NCC website was acknowledged 12th March and the Highway Engineer would be sending a letter to landowner.
 Cllr Saul Penfold offered to keep in touch with Mr Le May and update the Clerk on progress.

2. CPRE – Flood Management Day at Dereham on 22nd May – information was circulated together with a presentation by the Environment Agency on recommended best practice in agricultural land management.
 3. Duncan Baker – Regional digital switch over. An invitation was received to attend a webinar on the switch over which would take place on Monday 18th March at 11:00am – 12:00pm and
 It was suggested that the council invite Steffan Aquarone to a meeting to give a short presentation on the digital switchover.
 4. HM King Charles III – It was agreed to order a free portrait of the king.
12. **ANNUAL PARISH MEETING** – there were no issues raised at the parish meeting put forward for consideration at the next council meeting
 13. **LATE CORRESPONDENCE AND ITEMS REFERRED TO NEXT MEETING**
 None was received.
 14. **NEXT COUNCIL MEETING** – the Annual meeting of the Council will be held on 8th May 2024 at 7.00pm
 15. **CLOSURE OF THE MEETING TO THE PUBLIC - It was agreed** to close the meeting to members of the public to consider staffing matters.
 Cllr Ash reported that she had received notice of the clerk's resignation with effect from 1st July 2024.
 16. **CLOSURE OF THE MEETING**
 There being no further business the chair closed the meeting at 8.55 pm

Signed:

Date: