

# *Wickmere with Wolterton Parish Council*

Minutes of the annual meeting held in the Village Hall, Regent Street, Wickmere  
On Wednesday 11<sup>th</sup> May 2022 at 7.00 pm

## **Present**

Cllr Lesley Ash (Chair)      Cllr Richard Hembling      Cllr Phillida Hurn

Cllr Vanessa Tomczynska

## Also in attendance:

4 Parishioners

Ros Calvert, Clerk to the Council (Locum)

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## **1 ELECTION OF CHAIRMAN for 2022-2023.**

Lesley Ash was elected chairman. She signed a Declaration of Acceptance of Office.

## **2 VICE CHAIRMAN FOR 2022-2023**

Richard Hembling was appointed vice chairman

## **3 APOLOGIES**

Councillors expressed their sadness at the death of Cllr Tim Riches. They offered their condolences to his family. Tim had been a diligent and active councillor for over 45 years and was instrumental in the restoration of the village hall. His presence in and around the village was sorely missed.

## **4 DECLARATIONS OF INTEREST AND INDIVIDUAL DISPENSATIONS – none.**

## **5 MINUTES** - Minutes of the ordinary meeting 23 March 2022 were circulated, agreed and signed by the Chair as a true record.

## **6 PARISH MEETING** – draft minutes of the meeting of 23 March 2022 were received. There were no matters arising.

## **7 PUBLIC PARTICIPATION**

**It was agreed** to adjourn the meeting to take comments from members of the public and Councillors with disclosable interests.

Apologies for absence were received from

Cllr John Toyne (NNDC member for Erpingham Ward)

Cllr Saul Penfold (NCC member for North Walsham West & Erpingham division)

The Reverend Tony Lynn (Interim Team Minister)

There were no recent reports however concern was raised about the sustainability of the parish church.

## **8 SALE OF VACANT HOUSE BY HOUSING ASSOCIATION**

**It was agreed** to make enquires from the vendor as to why the 3-bedroom social house in the village had been put up for sale, on the open market, rather than being offered for rent to a family on the local authority housing list. There was concern

that the property could be sold for use as a second home or for holiday rental thus depriving the village of residents with local engagement and social investment in the community, its sustainability and services. It was noted that there were families in the area on the housing list looking for 3-bedroom properties to rent.

## 9 POLICIES

**The following policies were reviewed and adopted:**

- ICO Publication Scheme
- Data Protection Policy
- Statement of Internal Control
- Risk Assessment

They would all be available on the website.

## 10 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2021-2022

1. The accounts for 2021-2022 were received and approved.
2. The internal auditor's report for 2021-2022 was received there were no outstanding issues.
3. The Certificate of Exemption for 2021-2022 was approved and signed by the Chairman and Clerk.
4. Sections 1 & 2 - Annual Return for 2021-2022 were reviewed, completed and signed by the Chairman and Clerk.

## 11 FINANCE

1. It was agreed to appoint Phillida Hurn as third cheque signatory.
2. The bank reconciliation was approved and signed. Balance £33,582.62
3. Receipts – NNDC Precept 1<sup>st</sup> instalment - £1,750.00
4. The following retrospective banking transactions were noted and approved:
  - British Gas DD - £17.29
  - Anglian Water - £4.37
5. The following payments were approved
  - R Calvert – Salary and expenses – £420.50
  - HMRC- £96.00

## 12. PLANNING

**1. Planning Applications** – no new applications were received

### **2. Ref ENF/21/0350 - Mobile Pig Units adjacent Matlaske Road**

Planning Enforcement reported that the landowner did not wish to submit a planning application and was asking their tenant to remove the pigs and associated equipment from the site. There would be further meetings and this may not happen until September. Planning would not pursue enforcement as a planning inspectorate decision could extend the time limit to up to 2 years and this more informal approach could be quicker.

**3. Updates on the following planning matters were noted:**

Planning Inspectorate – Appeal APP/Y2620/W/21/3286322

Re Application PF/20/2072 for Mr & Mrs Michael and Clare McNamara.

Description: Erection of dwelling with attached double garage At: Park Farm Office, Wolterton Park, Wolterton, Norwich, NR11 7LX – no decision received

**13 CLERK'S REPORT AND MATTERS ARISING**

**1 Community defibrillator** – referred to the next meeting. Papers with Richard Hembling for circulation and review.

**2 Highway and Footpath Matters**

- **Dangerous Junction at Matlaske Road Junction.**

No further information from NCC Highways. A recent near collision was reported to the meeting caused by mud on junction and obscured road markings. Clerk to contact Highways and Cllr Penfold

- **Rubbish Collections** – NNDC to be notified that rubbish including screws and nails had been observed falling from the dustcart following collection.

**3 Church and Community News** – now published on website.

**4 Roadside Verges – Orchid Conservation**

**It was agreed** to purchase two removable conservation signs to help protect verges from being cut before orchid flowers had seeded. To be taken from reserves.

**5. Textile bank** – **It was agreed** to decline the offer of a textile bank in Wickmere

**14 VILLAGE HALL and PLATINIUM JUBILEE PARTY**

- **The Village Hall Committee** was arranging a Jubilee Party on Thursday 2<sup>nd</sup> June starting at 3pm to celebrate the 70<sup>th</sup> Anniversary of the Queen's Coronation. All residents of the parish were invited to attend, refreshments and entertainment would be provided for free. More information would be available from the Committee and published on Facebook

- **Risk Assessment**

Richard Hembling offered to assist the Clerk in carrying out an inventory and risk assessment of the hall and grounds for insurance purposes

**15 CORRESPONDENCE**

Correspondence was circulated, there were no matters arising.

**16 LATE CORRESPONDENCE & REPORTS FROM COUNCILLORS to be referred to next meeting**

1. Reports from Councillors – none
2. Item for next meeting Save the Parish Church

**17 DATE OF NEXT MEETINGS**

The next ordinary Parish Council Meeting would be held on Wed 13<sup>th</sup> July 2022 at 7.00pm

**18 CLOSURE OF THE MEETING**

There being no further business the chairman closed the meeting at 8:45 pm

Chairman:

Date: