

# Wickmere Parish Council

Minutes of the meeting held in the Village Hall, Regent Street, Wickmere  
On Wednesday 9<sup>th</sup> February 2022 at 7.00 pm

## Present

Cllr Lesley Ash (Chair)      Cllr Richard Hembling      Cllr Phillida Hurn  
Cllr Tim Riches              Cllr Vanessa Tomczynska

## Also in attendance:

4 members of the public  
Ros Calvert, Clerk to the Council (Locum)

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- 1    **APOLOGIES** for absence were received from County Councillor Saul Penfold and District Councillor John Toye. It was noted that Andrew Hutchinson had resigned as Councillor.
- 2    **DECLARATIONS OF INTEREST AND INDIVIDUAL DISPENSATIONS** – there were none.
- 3    **MINUTES** - Minutes of the meeting 1<sup>st</sup> December 2021 were circulated, agreed and signed by the Chair as a true record.
- 4    **MATTERS ARISING FROM THE MINUTES**  
Councillors Register of Interest forms were circulated for completion
- 5    **REPORTS**  
District Council – a report from Cllr John Toye was circulated. He suggested meeting with other parishes within the Erpingham Ward on matters of interest to all members such as the Local Plan and matters to do with the environment such as paths, highways, litter picking, public transport, ponds, Miyazaki Forest etc. He also wondered if Council would be interested in an informal get together once a year to keep connected.  
**It was agreed:** to support these proposals and to suggest that they are held in one of the larger village halls in the ward.
- 6    **PUBLIC PARTICIPATION**  
**It was agreed** to adjourn the meeting to take comments from members of the public and Councillors with disclosable interests.  
*Comments were received and noted on:*
  1. *the impact on local residents and the highway following the recent installation of pig rearing units near Squallham.*
  2. *the conservation of roadside verges damaged by traffic.*
- 7    **PLANNING**
  1. **Mobile Pig Units near Squallham Cottages**  
There was concern regarding the siting of a number of large mobile pig units in close proximity to residential buildings. It was reported that there were already noxious smells permeating local properties and concern that these would worsen in warmer

weather. There was also a noise impact from the livestock, particularly at feeding times. It was thought that siting of these units would adversely impact the local holiday business at Squallham and the well being of local residents.

**It was agreed:** to contact NNDC Environment Office.

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

- Trees at Holly Hayes – approved by NNDC and completed
- Planning Inspectorate – Appeal AP/22/0003  
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

## 8 HIGHWAYS

1. **Muddy Road** - Reports had been received about the damage to the road, verges and grass island at the junction of the Matlaske Road, Little Barningham Road and along a substantial stretch of the Matlaske road caused by local agricultural activity. The excessive mud on the road and the churning up of the passing places had made the road impassable to small vehicles and pedestrians. NCC Highways had been made aware of the situation, they had contacted the owners and some restorative action had been taken.

**It was agreed:** to contact NCC Highways in support of current concerns and to monitor the situation.

It was suggested that a photographic record would be useful in supporting any future reports.

2. **Road closure** - The temporary closure of the Mannington Road was noted.
3. **Highway Verges** – the conservation of some local verges was considered. This was to look after the natural wild plants and flowers including swathes of primroses and small patches of wild orchids. Local action had enabled the delaying of the first cut last year in some areas to allow the orchids to set seed. There was a call for the council to adopt some verges for nature conservation.

**It was agreed:**

To find out the NCC Highways verge cutting schedule for 2022

To put this matter to the local electors for consideration at the Parish Meeting

## 9 FINANCE

1. It was agreed to appoint the Clerk as the Responsible Financial Officer
2. It was agreed: to appoint Dawn Sedgwick as internal auditor for 2021-2022
3. It was agreed to change address for banking correspondence.  
Bank signatories were Lesley Ash, Richard Hembling and Tim Riches.
4. The bank reconciliation was approved and signed by the chair. Balance  
£34,634.14
5. There were no receipts
6. The following retrospective banking transactions were noted and approved:
  - 7/12/-2021 – British Gas DD - £1.42
  - 29/12/2021 – Anglian Water DD - £5.00
  - 31/12/2021 – L Burton (Month 9) - £446.88
  - 06/01/2021 – British Gas DD - £20.46
  - 25/01/2022 - Anglian Water - £4.37
  - 20/01/2022 – R Hembling- £241.85

*(Christmas tree lights 26.88, Dehumidifier - £214.97)*

7. The following payments were approved  
 09/02/2022 – L Burton - £113.99  
*(Printer Service £35, Cartridges £42.99 and Office Expenses £36)*
8. **It was agreed:** to confirm the Precept for 2022-23 as £3,500

**10 COMMUNITY DEFIBRILLATOR**

Costs and grant availability would be explored and put to the Parish Meeting for comments. It was suggested that it should be installed in the old phone box.

**11 CORRESPONDENCE**

1. Offer of a Norfolk Memorial Plaque to commemorate community cohesion during pandemic. **It was agreed:** to decline offer
2. Plant a Tree for the Jubilee RBLI. A crab apple had been offered for the planting by the church gate.  
**It was agreed:** to refer decision on purchase of label to the Parish Meeting.

**12 LATE CORRESPONDENCE & reports from Councillors referred to next meeting**

1. Reports from Councillors – none
2. Purchase of secure (and possibly fire safe) cabinet to be installed in the Village Hall – next meeting
3. Review of Standing orders and Financial Regulations – next meeting
4. membership of the Norfolk Parishes Training Partnership £50 p.a. – next meeting
5. Storage of old Minute Book – next meeting

**13 DATE OF NEXT MEETINGS**

Annual Parish Meeting – Wednesday 23<sup>rd</sup> March at 7.00pm  
 Ordinary Council Meeting Wednesday 23<sup>rd</sup> March to follow above.

**IT WAS AGREED TO CLOSE THE MEETING TO MEMBERS OF THE PUBLIC**

**14 STAFFING MATTERS**

**It was agreed** to employ Ros Calvert as a locum clerk until the vacancy was filled as per her report  
 A draft of the Clerk's Contract of Employment would be circulated for approval at the next meeting.

**15 CLOSURE OF THE MEETING**

There being no further business the chairman closed the meeting at 8:05 pm

Chairman:

Date: