

# WRETHAM PARISH COUNCIL

Minutes of a Meeting of Wretham Parish Council on Thursday, 12 April 2018 at 7.00 p.m. in Wretham Village Hall, Church Road.

Present: Councillors: Harold Smith (Chairman), Paul Barclay, Sharon Ford, Jean Foster, Ann Schofield.  
Clerk: Julian Gibson

1 Apologies for absence. None.

2 Declarations of interest. None

3 Dispensations. None.

4 Public participation session.

4.1 Speaking on behalf of those involved in the planning application under item 8, Mr Freeman asked to clarify certain issues raised at the last meeting. He wanted to assure the Council and the village that all asbestos on the site of the old barn was properly and safely removed some time ago. He said that the garage block to barn A was close to the northern boundary of the site, but that this location had been planned since 2015, when the adjacent property was to have been a terrace of small affordable dwellings, sited to the eastern end of that plot. Subsequently Breckland Council had given permission for these to be changed to more substantial detached dwellings, which brought the westernmost one much closer to the approved site of his garages. Regarding the design features of the proposed barn dwellings, he said that Breckland Council had required some of these to be as proposed. Regarding the collapse of the old lump clay barn, he said that they had invested in the region of £35,000 in scaffolding and putting a new floor in the barn before this tragedy occurred. Finally, he stressed that although his family were developing the barn, it was intended to be for homes for the family, and that the family had strong connections with Wretham.

4.2 Mr Townsend asked if anybody had said they were prepared to take over the management of the Community Speedwatch. Councillor Ford said that her husband had said he would do so, and would be in contact to collect the equipment soon. Mr Townsend said that it was important that the group carried out monitoring sessions quickly, or the equipment might be withdrawn, and that more volunteers were needed to join the group.

4.3 Norfolk County Councillor Fabian Eagle said that people would have received their Council Tax bills and seen the increase that his council had made, but he stressed that the Tax raised only £388m against expenditure of £1bn, and that virtually all the tax share was spent on Adult Social Care. He then mentioned a number of initiatives he was trying to get his council to initiate, including pot hole volunteers (see agenda item 9), the possibility of volunteer special constables with full policing powers in their own village, and replacing mobile libraries with volunteer-organised local libraries in village halls, assisted by a mobile librarian. He said he was looking for places where economies could be made in the gritting routes in his Division so that the road to Hockham School could be covered, and was looking at Croxton Road, and wondering if this could be shortened without too much impact. (Note: The route presently extends to some distance past Gayford Lodge towards or into the Training Area. The Clerk has asked for assurance that should curtailing this be considered as an option, a proper consultation would be undertaken.) He said he had personally spoken with the farmer about Low Road, Illington, and the Clerk was able to provide an update, and finally appealed for people to use his council's Highways Problem website page (<https://www.norfolk.gov.uk/roads-and-transport/roads/report-a-problem>) to report

potholes, etc., rather than just moaning on social media, because the council could not repair things it had not been told about.

5 **Minutes.** The minutes of the meeting held on Thursday, 8 March 2018 were **confirmed** and **signed**.

6 **Matters arising.**

6.1 [4.1] **Low Road Illington.** After some involvement by Breckland Council's Enforcement Officer, the farmer has acknowledged and apologised for not keeping local residents informed about his company's intentions. He has advised that they will, subject to getting their grant application through, which will hopefully be imminent, be planting 600m of new hedging along the length of the road. He further advised that he intends to personally visit Low Road properties and explain this directly to affected residents. Norfolk County Council's Streetscene Inspector has now been able to contact the farmer concerned, and has reminded him of his responsibility to clear up mud on the road caused by his work. This has now been done and she has been able to undertake her statutory duties by inspecting road. She will now arrange for necessary repairs to be undertaken. **Note:** residents now report that hedge planting appears to have commenced.

6.2 [9] **Planning documentation.** No response has been received to the request that this Council always be sent paper copies of all documents submitted with applications, and this failed to happen again with the one on this agenda. The Clerk has chased them but this elicited no response. The Clerk will now formally ask District Councillor Phil Cowen to take this matter up on the Council's behalf.

6.3 [10] **Litter.** The Clerk reported that the Litter Pick the night before was only supported by some Councillors and two others, but the weather was not conducive to a good turnout. However, it was apparent that a number of parishioners had individually been collecting litter, and this, coupled with the pick along the A1075 undertaken at the behest of Breckland Council, meant that the parish was looking as tidy as it ever has. Nevertheless, the small group were able to collect a very reasonable pile of bags, tyres, etc., in under an hour. Breckland Council has also confirmed that has agreed to the request to place a wheelie bin in the lay-by on the A1075 south of the Church Road junction.

7 **Correspondence.** The following correspondence was **received**:

7.1 HM Revenue & Customs: *Important information for all employers.*

7.2 ElanCity: *Special Offer - The Evolis Radar Speed Sign.*

7.3 MAGPAS Air Ambulance: *Letter of thanks for donation.*

7.4 Campaign to Protect Rural England: *Countryside Voice - Spring 2018.*

7.5 Campaign to Protect Rural England: *Fieldwork - Spring 2018.*

7.6 Norfolk Association of Local Councils: *Norfolk ALC Newsletter - 4 April 2018.*

7.7 PKF Littejohn: *2017/18 AGAR and external auditor instructions - PLEASE READ.*  
The Clerk said that he did not usually present the Annual Return documents to Council until they are ready for approval and signature, but as it is all different this year, he thought he should make Council aware of the paperwork involved. He reported that he had prepared the audit file and would be delivering it to the Internal Auditor in the next few days.

7.8 PKF Littejohn: *Instructions relating to the Annual Governance and Accountability Return (AGAR) for the year ending 31 March 2018.*

7.9 PKF Littejohn: *Which AGAR do I complete and which documents do I need to submit?*

7.10 PKF Littejohn: *Annual Governance and Accountability Return 2017/18 Part 2.*

7.11 PKF Littejohn: *Contact details.*

- 7.12 Society of Local Council Clerks: *Important Message from the CEO re: GDPR*. The Clerk said that the SLCC pack to which this refers has a much more appropriate spreadsheet for small councils, and he will start working on this.
- 7.13 Barclays Bank Plc: *Your Business accounts - at a glance* - as at 29 March 2018.
- 7.14 Barclays Bank Plc: *Your Community Account statement* - 1-29 March 2018.
- 7.15 Barclays Bank Plc: *Your Active Saver Account statement* - 1-29 March 2018.

8 **Planning. 3PL/2018/0263/F: Manor Farm, Church Road, Wretham.** Application for Erection of two dwellings & garages (New build due to barn collapse). Although she had no Pecuniary Disclosable Interest in this matter, Councillor Ford had a personal interest in that she knew the applicant's family members well, and so, in the interests of Openness she did not participate in the discussion or vote. After discussion it was **resolved** that the Council had no objections.

9 **Pot holes.** Emails from County Councillor Fabian Eagle inviting the Council to volunteer for Wretham to be the trial village for his scheme under which volunteers would fill in small potholes were **received**. The Council felt that, as the principle road going through the parish was the A1075, which as a major road would be excluded from the scheme, this would not be appropriate in this parish. The Clerk was asked to tell Councillor Eagle that the Council did support the idea in principle.

10 **RAF Centenary.** It was **noted** that the 42F Kings Lynn squadron Air Cadets (parented by Royal Air Force Marham) are carrying out a project to commemorate and remember the Centenary of the RAF. This involved researching the history of 40 airfields in Norfolk (including RAF East Wretham), and producing leaflets and history boards for each airfield. The history boards will be erected, together with a model aircraft, on a telegraph pole close to each airfield (with the cooperation of Openreach), making a Heritage Arts Trail. The project will culminate on 17 June with a day long Cycle Sportive, with three organised cycle routes of varying distances taking people round a number of the airfields. The plane and information board marking Wretham airfield are located on a post on the south side of Croxton Road, between Keepers Corner and Thorpe Farm.

11 **Welcome Pack.** Councillor Ford proposed that, in view of the number of new houses being constructed within the parish, the Council put together a "Welcome Pack" to be given to new residents, containing useful information and contacts. This was **agreed**, and members were asked to send suggestions as to the information which should be included to Councillor Ford.

12 **Finance.**

12.1 **Subscriptions.** It was **resolved** that cheque number 100695 for £36.00 to the Campaign to Protect Rural England be signed, being the subscription for the year ended 10 May 2019. (*Local Government Act 1972 s.111(1)*)

12.2 **Grant.** In accordance with its powers under section 137 of the Local Government Act 1972, it was **resolved** that cheque number 100696 for £75.00 to Age UK Norfolk be signed as a grant, which in the opinion of the Council is in the interests of the area and its inhabitants and will benefit them in a manner commensurate with the expenditure. (*Local Government Act 1972 s. 137*)

12.3 **Telephones.** It was **noted** that on 5 April 2018 BT collected £49.08 (£40.90 + £8.18 VAT) from the Council's account by direct debit in settlement of their bill reference M025, for provision of broadband services. (*Local Government Act 1972 s.111*)

12.4 **Subscriptions.** It was **noted** that on 19 April 2018 the Information Commissioner's Office will collect £35.00 from the Council's account by direct debit, being the annual registration fee under the Data Protection Act. (*Local Government Act 1972 s.111(1)*)



12.5 **Credits.** Receipt of the following credits was **noted**:

12.5.1 Precept £2,700.00 & Revenue Support Grant £19.00, from Breckland Council

12.5.2 £132.00 for seats on the STANTA Tour. The Clerk reported that 27 of the 56 seats available have been booked (although only 13 have paid to date).

12.6 **Monthly Financial Report.** The report for the month ending 31 March 2018 was received.

13 **Matters for consideration at next meeting.** None.

14 **Next meeting.** The next meeting, the Annual Meeting of the Parish Council, will be on **Thursday, 10 May 2018**, at 7.30 p.m. in **Wretham Village Hall**. (Note: the Annual Parish Meeting will be at 7.00 p.m.)

**Confirmed:**



.....  
..... HAROLD SMITH ..... (Chairman)

10 May 2018

**Future Meeting dates:**

Thursday, 10 May 2018

Thursday, 14 June 2018

Thursday, 12 July 2018

Thursday, 9 August 2018

Thursday, 13 September 2018

Thursday, 11 October 2018

Thursday, 8 November 2018

Thursday, 6 December 2018

Thursday, 10 January 2019

Thursday, 14 February 2019

Thursday, 14 March 2019