

WRETHAM PARISH COUNCIL

Minutes of a Meeting of Wretham Parish Council held on Thursday, 6 December 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

The meeting scheduled for 8 November 2018 did not take place.

- 1 **Apologies for absence.** None.
- 2 **Declarations of interest.** Councillor Ford declared an interest in Agenda item 16.4 as she is a member of Wretham Parochial Church Council.
- 3 **Dispensations.** None.
- 4 **Public participation session.**
 - 4.1 Breckland District Councillor Phil Cowen advised the meeting that the Planning Inspector had required a number of minor amendments to be made to the Local Plan. The most notable one concerns Policy HOU05, affecting parishes which, like Wretham do not have a settlement boundary, where he has struck out the condition that development would only be permitted where it can be shown that it has the appropriate support of the Parish Council. His Council had taken legal advice, and it seems that the only option other than accepting this is not to have a new Local Plan, which would mean continuing with the existing policies, which are out of date and did not include this condition in any case. This and the other changes have to be subject to yet another round of consultation, which will mean that the completion of the process will now collide with the election and its accompanying purdah period. The Inspector is also unhappy with some of the key policy strands, and is requiring Breckland to commence a review of these within three months of the adoption of the new Plan, to be completed within a period of two years, which, given the number of statutory consultations involved, will be difficult. He also said that, although a draft budget had been published, the Government's decision that very day to delay the announcement of the Local Government Financial Settlement until after the Brexit vote meant that confirmation of this would also be delayed. The draft budget included a 5.9% increase in the Council Tax, which would take a Band D to £88.83, although he pointed out that 77% of properties in the district were in a lower band.
 - 4.2 County Councillor Fabian Eagle said that his Council's draft budget was also out for consultation. He also mentioned that the Police and Crime Commissioner had decided not to try to take over responsibility of the Fire Service as well as the Police; that his Council's Managing Director was leaving, but that as they were moving to a Cabinet system, would not be replaced as such; and that the Mobile Library service would be removing a number of stops which were unused from its schedules, the cost savings of which meant that the other services could be continued.
 - 4.3 The Clerk asked about a flyer which appeared to have been sent to all residents of Wretham, Stow Bedon & Breckles, Shropham and Great Hockham concerning a proposed development on a site north of Wretham Road, Great Hockham by the Broadland Development Group. Councillor Cowen advised that the proposed affordable properties involved would be allocated for local residents, but exactly how this would happen would be governed by a section106 agreement, should the application be approved.

4.4 A member of the public said that she had encountered a problem identifying the name of a road in the parish. The Clerk said he would ask NCC Highways if they could provide a map of the parish with all the official road names.

5 **Minutes.** The minutes of the meeting held on Thursday, 11 October 2018 were **confirmed** and **signed**.

6 **Matters arising.**

6.1 [4.2, Minutes of 13 September 2018] **Hedges.** The landowner has cut back the hedge on the corner of Low Road, Illington, and also the trees overhanging Peddars Way south of Witsend Farm. The Clerk has sent thanks.

6.2 [4.3] **Community Speed Watch.** Sadly no more volunteers came forward to join the team, and so the Police have withdrawn the equipment, and the Wretham Speed Watch group is no more.

6.3 [6.3] **Trod.** It would appear that a weed-killing application has taken place.

6.4 [6.2] **Stonebridge Green.** The Clerk noticed that the new road on this development has been renamed as "Mill Stone Green", and checked with Breckland Council's road naming team to ensure that they were aware of this. The Council had previously indicated that it was happy with the idea that the road be called "Stonebridge Green", but this was rejected by the Breckland team on the grounds that it might cause the emergency services confusion with Stonebridge Cottage. The Breckland Guidelines allow the Developer alone to choose road names, and only suggest that the local Parish Council is consulted. The developer put forward a number of possible alternative names, with Mill Stone Green at the top of the list, and this was accepted by Breckland, which has advised all the relevant authorities. The Clerk has suggested that the local parish council should be included on this list in future, given that it most closely represents the local community.

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

7.1 Resident's email: *Re road safety.*

7.2 Barclays Bank Plc: *Your Business accounts - at a glance - as at 31 October 2018.*

7.3 Barclays Bank Plc: *Your Community Account statement - 29 September - 31 October 2018.*

7.4 Barclays Bank Plc: *Your Active Saver Account statement - 29 September - 31 October 2018.*

7.5 *Clerks & Councils Direct - November 2018.*

7.6 Breckland Council: *Parish Council Elections - May 2nd 2019.* The Clerk asked that, if present members were not intending to stand for re-election they should say so, and said that he assumed that he would, as usual, receive and distribute candidate forms, but it would be down to the Candidate to complete these and return them to Breckland Council.

7.7 Norfolk Association of Local Councils: *70th Annual General Meeting - Thursday, 22 November 2018.*

7.8 War Memorials Trust: *Bulletin - November 2018.*

7.9 United Kingdom Debt Management Office - Public Works Loan Board: *Collection of Loan Repayments by Direct Debit.*

7.10 Norfolk Citizens Advice: *Appeal letter.*

7.11 Society of Local Council Clerks: *Lighter touch Internal Audit - What to look for and why - (from The Clerk Magazine November 2018).* The Clerk said he had sent a copy to Mike Corrie, our Internal Auditor, for information.

7.12 Society of Local Council Clerks: *Finance matters - External Audit process & Preparation of the Annual Budget - (from The Clerk Magazine November 2018).*

- 7.13 Campaign to Protect Rural England: *Fieldwork* - Winter 2018.
- 7.14 Campaign to Protect Rural England: *Countryside Voice* - Winter 2018.
- 7.15 Royal British Legion: *Poppy Appeal 2018 letter of thanks*.
- 7.16 Norfolk County Council Highways: *The Highway Rangers are coming to Wretham soon*.
- 7.17 Barclays Bank Plc: *Your Business accounts - at a glance* - as at 30 November 2018.
- 7.18 Barclays Bank Plc: *Your Community Account statement* - 1-30 November 2018.

8 Future STANTA tour. An invitation from Lt Col Tony Powell to organise another tour of the Battle Area on 4 September 2019 was **received**. However the Council felt that this was too soon to try to raise numbers to fill a coach and ask the Clerk to respond asking if this could be put off until 2020.

9 Planning.

9.1 **3PL/2018/0935/LB: Wretham Manor, Church Road, Wretham.** Demolish two internal walls to join the utility room & kitchen to create a larger usable family space through creation of a kitchen diner. Listed Building Consent dated 17 October 2018 was **received**.

9.2 **3PL/2018/1280/LB: Dog & Partridge Cottage, Watton Road, Wretham.** Application for Listed Building Consent for Internal alterations including removal of PVCu doors and windows, removal of glazed roof over conservatory and replacement with clay pantiles roof. It was **noted** that the Clerk has responded "No objections" after consultation with four Councillors.

10 Welcome Pack. Councillor Ford circulated the current version of the Welcome Pack, which was approved to be given to new residents, subject to further comments by members.

11 Operation London Bridge. An article the November issue of the Magazine published by the Society of Local Council Clerks, entitled *Operation London Bridge - national planning for the passing of Her Majesty the Queen*, was **noted**. Members thought that the residents might like the Council to organise a Book of Remembrance, perhaps in cooperation with the Church, and subsequently plant a tree in the parish. The Clerk will liaise with the Parochial Church Council Secretary.

12 Budget 2019/20. The Clerk presented a draft budget for 2019/20 which was **approved**. This included provision for the possibility of the Council having to pay for contested elections in May 2019, which although perhaps not likely, must be regarded as being possible.

13 Precept 2018/19. It was **agreed** to fix the Precept for 2019/20 at £6,650, in order to ensure that the reserves are not eroded to the extent that the Council would not be able to take suitable action in case of need.

14 Telephone and Broadband in the Village Hall. The Clerk explained that he had advised the Chairman of the Village Hall Trustees that the Council would cancel the contract with BT as it has been unused for the past three years, unless they objected, and had received no such objection. It was **agreed** that the Clerk should cancel the contract. The Clerk reported that, because of the delays caused by BT Openreach in the installation process and the resulting compensation paid, the cost to the Council over and above the grants received from the Transparency Fund amounted only to a few pounds.

15 Meeting dates. A schedule of meeting dates for 2019/20 was **agreed**.

16 Finance.

16.1 **Clerk's salary.** It was **resolved** that cheques numbered 100720 & 100721 totalling £1,048.82 (salary for 1 October 2018 to 31 December 2018: £999.57; payment for use of home as office: £13.50; Mileage Allowance Payment for 5 September 2018 -

24 November 2018: £35.75) to the Clerk and HM Revenue & Customs be signed. (*Local Government Act 1972 s. 112(2)*)

- 16.2 **Grass cutting.** It was **resolved** that cheque number 100722 for £494.20 (£411.83 + £82.37 VAT) to Serco be signed, in settlement of their invoice 91524505 for grass cutting on Millennium Row during the 2018 season. (*Public Health Act 1875 s.164*)
- 16.3 **Stationery.** It was **resolved** that cheque number 100723 for £143.90 (£119.92 + £23.98 VAT) to Viking Direct, in settlement of their invoice no 110754 for stationery supplied. (*Local Government Act 1972 s.111*)

In view of her declared interest, Councillor Ford took no part in the discussion or vote on the next item.

- 16.4 **Grass cutting of Burial Grounds.** It was **resolved** that cheque number 100724 for £250.00 to Wretham Parochial Church Council be signed as a grant towards the cost of maintaining the burial grounds in the parish. (*Local Government Act 1972 s.214(6)*)
- 16.5 **Telephones and postage.** It was **noted** that on 6 November 2018 BT collected and on 7 December will collect payments of £50.64 (£42.20 + £8.44 VAT) from the Council's account by direct debit in settlement of their bills reference M032 & M033, for provision of broadband services. (*Local Government Act 1972 s.111*)
- 16.6 **Loan repayment.** It was **noted** that on 14 December 2018 the United Kingdom Debt Management Office Public Works Loan Board will deduct £220.44 from the Council's account by direct debit, being the repayment due on the Council's loan. (*Local Government Act 1972 s.111*)
- 16.7 **Credits.** Receipt of the following credits was **noted**: £142.56 - Norfolk County Council – Glass Recycling Credit.
- 16.8 **Budget lines.** It was **agreed** to vire £300.00 from the Contingency budget line to the Other budget line to partly cover cost of proposed tree work on Millennium Row.
- 16.9 **Monthly Financial Report.** The report for the month ending 30 November 2018 was **received**.

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

18 **Next meeting.** The next meeting will be on **Thursday, 10 January 2019, at 7.00 p.m.** in Wretham Village Hall.

Confirmed:

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Harold Smith (Chairman)

10 January 2019

Future Meeting dates:

Thursday, 10 January 2019	Thursday, 13 June 2019	Thursday, 14 November 2019
Thursday, 14 February 2019	Thursday, 11 July 2019	Thursday, 12 December 2019
Thursday, 14 March 2019	Thursday, 8 August 2019	Thursday, 9 January 2020
Thursday, 11 April 2019	Thursday, 12 September 2019	Thursday, 13 February 2020
Thursday, 9 May 2019*	Thursday, 10 October 2019	Thursday, 12 March 2020

* Annual Parish Meeting and Annual Meeting of the Parish Council

