

WRETHAM PARISH COUNCIL

Minutes of a Meeting of Wretham Parish Council held on Thursday, 14 February 2019 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 Norfolk County Councillor Fabian Eagle spoke about the events organised by the Museums over the forthcoming half term, a new initiative by Children's Services to promote stronger families, and the anti-fly-tipping campaign, pointing out that the vast majority of items recovered from fly-tips would have been accepted at Recycling Centres without any charge. He also said that his Council had agreed its Council Tax at a 5.99% increase.
 - 4.2 A member of the public expressed surprise concerning the location proposed for a passing place on Church Road in the application which was item 8.1 on the agenda. The applicant said that this had been suggested by NCC Highways. The Chairman said the Council would consider this when they discussed the matter.
 - 4.3 The Clerk said that he had been advised by Viridor that, "Due to the closure of our facility and forthcoming relocation," they would in future be charging to collecting glass from the bottle bank. He said that Pearsons had agreed to provide this service and the collection of other waste from the Village Hall free of charge in 2003, and that Viridor had inherited the contract as part of its purchase of the business, and that he had emailed to ask for further information about the closure of the Larkshall plant, as there was no information about this on the internet.
- 5 **Minutes.** The minutes of the meeting held on Thursday, 10 January 2019 were confirmed and signed.
- 6 **Matters arising.**
 - 6.1 [14, Minutes of 13 September 2018] **Litter Bin.** At last Breckland Council and Norfolk County Council have agreed to grant the Council permission to install a litter/dog waste bin alongside the Trod opposite the A1075 lay-by. The Clerk has placed an order and will arrange for it to be installed.
 - 6.2 [9] **Tree Protection Order.** For information the Clerk advised the Council that permission has been given for certain work to be carried out on a tree which is the subject of the new Order at Lantern Cottage.
- 7 **Correspondence.** The following correspondence was received:
 - 7.1 Society of Local Council Clerks: *Section 137 spending limit for 2019/20.*
 - 7.2 *Clerks & Councils Direct* - January 2019.
 - 7.3 Sue Baxter, Chairman of National Association of Local Councils: *Open letter to Councillors.*
 - 7.4 Breckland Council: *District and Parish Elections 2019 - Election Timetable.* The Clerk gave those current members who were intending to be candidates at the elections on 2 May a pack of candidate nomination forms and reminded them they

needed to complete these and submit them to Breckland Council as per the dates in the Timetable.

- 7.5 Barclays Bank Plc: *Your Business accounts - at a glance* - Balances on 31 January 2019.
- 7.6 Barclays Bank Plc: *Your Community Account* - 1-31 January 2019.
- 7.7 Breckland Council: *Notification of public consultation on Main Modifications to the Breckland Local Plan 18 February 2019 to 1 April 2019.*

8 Planning.

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

- 8.1 **3PL/2018/1498/F: Site adjacent to No. 10 Manor Cottages, Church Road, Wretham.** Scheme reduced to 2 semi-detached dwellings, and Plans amended following highway advice - passing bay. It was resolved that Council had no objections to the revised plan for the development itself, but felt that the proposal to solve the issue of extra traffic on the single track Church Road by installing a passing place by the Village Hall was pointless, and it was surprised to hear that this had been suggested by NCC Highways.
- 8.2 **3DM/2019/0001/DEM: Wretham Camp, Wretham.** Notification of Proposed Kitchen Demolitions. The Clerk confirmed that this was in Wretham Camp, although the original site location plan on the Breckland website had been for Bodney Camp. It was **noted** that the Clerk has responded "No objections" under his delegated powers, after consultation with four Councillors.
- 8.3 **3PL/2018/1280/LB: Dog & Partridge Cottage, Watton Road, Wretham.** 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. Listed Building Consent dated 6 February 2019 was **received**.
- 9 **Grass cutting on Millennium Row.** As the Clerk explained that he had been unable to obtain three quotations, and it was **agreed** to waive the requirements of Financial Regulation 11.8 for this item. It was **agreed** to accept the quotation provided by Serco of £518.91 (including VAT) per annum for a two year agreement for 2019 and 2020.
- 10 **Financial Regulations.** The Council's Financial Regulations were reviewed, and **approved**.
- 11 **Asset Register.** The Asset Register was **reviewed** and the valuations for insurance purposes **agreed**.
- 12 **Risk Assessment.** The Council's Risk Assessment was **reviewed** and amendments **agreed**.
- 13 **System of Internal Control.** The Council **reviewed** and **approved** its system of internal control.
- 14 **Finance.**
 - 14.1 **Clerk's salary.** It was **resolved** that cheques numbered 100725 & 100728 totalling £1,061.67 (salary for 1 January 2019 to 31 March 2019: £999.57; payment for use of home as office: £13.50; Mileage Allowance Payment for 25 November 2018 - 7 February 2019: £29.60, Telephone Allowance Payment: £20.00) to the Clerk and HM Revenue & Customs be signed. (*Local Government Act 1972 s. 112(2)*)
 - 14.2 **Clerk's reimbursement.** It was **resolved** that cheque number 100726 for £15.13 (Postage & telephones) to the Clerk be signed, as reimbursement for items paid on behalf of the Council for 5 September 2018 to 7 February 2019. (*Local Government Act 1972 s.111*)
 - 14.3 **Millennium Row.** It was **resolved** that cheque number 100727 for £480.00 (£400.00 + £80.00 VAT) to Tom West (Treecreeper) be signed, in settlement of invoice dated 4

February 2019, for crown lifting the trees along Millennium Row (£250.00) and providing and planting an Alder to replace a dead tree (£150.00). (*Public Health Act 1875 s. 164 & Local Government Act 1972 Sch. 14 para. 27*) The Clerk will advise the original tree donor.

14.4 **Monthly Financial Report.** The report for the month ending 31 January 2019 was received.

15 **Matters for consideration at next meeting.** Breckland Local Plan Main Modifications consultation.

16 **Next meeting.** The next meeting will be on **Thursday, 14 March 2019**, at **7.00 p.m.** in **Wretham Village Hall.**

Confirmed:



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Harold Smith (Chairman)

14 March 2019

Future Meeting dates:

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

* Annual Parish Meeting and Annual Meeting of the Parish Council