

WRETHAM PARISH COUNCIL

5 April 2018

Members of the public are invited to attend a Meeting of Wretham Parish Council to be held in Wretham Village Hall, Church Road, on Thursday, 12 April 2018 at 7.00 p.m. for the purpose of transacting the following business.



Julian Gibson

Clerk to the Council

The Jays, Watton Road, Wretham, Thetford, NORFOLK IP24 1QS (01953 499980)

Agenda

1. **To consider accepting** the reasons for any apologies for absence.
2. **Declarations of interest** in items on the agenda. Members are no longer required to declare personal or prejudicial interests but are to declare any new Disclosable Pecuniary Interests or Other Interests that are not currently included in the Register of Interests. Members are reminded that under the Code of Conduct they are not to participate in the whole of an agenda item in which they have an Interest. In the interests of transparency, Members may also wish to declare any other interests they have in relation to an agenda item, in support of the seven Nolan Principles, namely Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and Leadership.
3. **To consider** any applications made by Members for a dispensation to allow them to participate and vote on an agenda item in spite of a Disclosable Pecuniary Interest.
4. **Public participation session.** The Council's Standing Orders allow members of the public to make representations, answer questions, and give evidence in respect of any item of business included in the agenda. This session should not exceed 20 minutes, and members of the public are requested to keep their comments brief. Please note that the Council is unable to make a decision binding in law at this meeting unless the item is already included on the published agenda. It can, though, place the matter on the agenda for discussion at a future meeting.
5. **To confirm** and **sign** the minutes of the meeting held on Thursday, 8 March 2018.
6. **To report** matters arising from the minutes not on the agenda: **for information only.**
 - 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 is also trying to contact the farmer concerned, reminding him of his responsibility to clear up mud on the road caused by his work, and saying that this is currently obstructing her in undertaking her statutory duties to inspect and maintain the road.

- 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 and hopefully they will arrive in time for the meeting.
7. **To receive** Correspondence (available at the meeting).
- 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.*
 - 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.*
8. **To receive** Planning Applications, planning decisions and correspondence, and **to decide** on comments to be made where necessary.
- 8.1. **3PL/2018/0263/F: Manor Farm, Church Road, Wretham.** Application for Erection of two dwellings & garages (New build due to barn collapse). (Extension of response deadline until 14 April agreed by Breckland.)
9. **To receive** 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 in the hope that this would prevent NCC needing to fill large ones, or failing that to provide a letter supporting the idea in principle.
10. **To note** 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 has involved researching the history of 40 airfields in Norfolk (including RAF East Wretham), and will be 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.
11. **To consider** a proposal by Councillor Ford 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.
12. **Finance.**
- 12.1. **To approve** payment of £36.00 to the Campaign to Protect Rural England, being the subscription for the year ended 10 May 2019.
 - 12.2. **To consider**, and if agreed, **to approve** payment of a grant (under the Local Government Act 1972, s.137) to Norfolk Age UK. (**Note:** The Council gave £75 in 2017/18, and this amount is in the budget for this year.)

- 12.3. **To note** that on 5 April 2018 BT collected payment of £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.
- 12.4. **To note** that on or around 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.
- 12.5. **To note** receipt of the following credits:
- 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.
- 12.6. **To receive** the Monthly Financial Report.
13. **To decide** on any matters for consideration at next meeting.
14. **To confirm** the date of the next meeting as 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.)

Future Meeting dates:

Thursday, 10 May 2018	Thursday, 13 September 2018	Thursday, 10 January 2019
Thursday, 14 June 2018	Thursday, 11 October 2018	Thursday, 14 February 2019
Thursday, 12 July 2018	Thursday, 8 November 2018	Thursday, 14 March 2019
Thursday, 9 August 2018	Thursday, 6 December 2018	