

# WRETHAM PARISH COUNCIL

7 February 2019

**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, 14 February 2019 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, 10 January 2019.
6. **To report** matters arising from the minutes not on the agenda: **for information only.**
  - 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.
7. **To receive** Correspondence (pre-circulated).
  - 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.*

8. **To receive** Planning Applications, planning decisions and correspondence, and **to decide** on comments to be made where necessary.
  - 8.1. **3PL/2018/1498/F: Site adjacent to No. 10 Manor Cottages, Church Road, Wretham.** Proposed single dwelling and two semi detached dwellings. Re-consultation concerning Scheme reduced to 2 semi-detached dwellings, and Plans amended following highway advice - passing bay. (Extension of response deadline until 16 February 2018 agreed by Breckland.)
  - 8.2. **3DM/2019/0001/DEM: Wretham Camp, Wretham** (although the plan shows this as being inside Bodney Camp). Notification of Proposed Kitchen Demolitions. **To note** that the Clerk has responded “No objections” under his delegated powers, after consultation with four Councillors.
9. **To consider** accepting a quotation from Serco for a two year agreement for cutting the grass on Millennium Row (and to consider waiving the requirements of Financial Regulation 11.8).
10. **To review** the Council’s Financial Regulations.
11. **To review** the contents of the Asset Register, and **to agree** the valuations for insurance purposes.
12. **To review** the Risk Assessment.
13. **To carry out** the Annual Review of the system of internal control.
14. **Finance.**
  - 14.1. **To approve** payment to the Clerk and HM Revenue & Customs 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).
  - 14.2. **To approve** payment of £15.13 (Postage & telephones) to the Clerk as reimbursement for items paid on behalf of the Council for 5 September 2018 to 7 February 2019.
  - 14.3. **To approve** payment of £480.00 (£400.00 + £80.00 VAT) to Tom West (Treecreeper) for crown lifting the trees along Millennium Row (£250.00) and providing and planting an Alder to replace a dead tree (£150.00).
  - 14.4. **To receive** the Monthly Financial Report.
15. **To decide** on any matters for consideration at next meeting.
16. **To confirm** the date of the next meeting as Thursday, 14 March 2019 at 7.00 p.m. in Wretham Village Hall.

**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