

WRETHAM PARISH COUNCIL

1 July 2021

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, 8 July 2021 at 7.00 p.m. for the purpose of transacting the following business.

Please note this meeting is being held under Covid-19 restrictions, and so space for the Public is strictly limited. If Members of the Public wish to attend they must advise the Clerk at least 24 hours in advance on 01953 499980 or at clerk.wrethamparishcouncil@gmail.com to "book" a seat. If more people turn up than the safety of Councillors, staff, and members of the public will allow, they will unfortunately have to be turned away.



Julian Gibbs
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, 6 May 2021.
6. **To report** matters arising from the minutes not on the agenda: **for information only.**
 - 6.1. [11, Minutes of 11 March 2021] **OCO Technology Limited.** **To receive** an email from Norfolk County Council Planning confirming that they have advised the developer that, should a scheme for aggregates production at Larkshall Mill be pursued, an Environmental Impact Assessment will need to be carried out to inform the planning application. If NCC receives an application in the future the parish will be informed within the 30-day statutory period.
 - 6.2. [9.1] **Fly-tipping on land south of Illington Road.** The Clerk has asked District Cllr. Phil Cowen to chase Breckland, as there has been no response to the submission of the Unsightly Sites form.

- 6.3. [12] **Litter pick.** The Litter Pick took place on 24 June, but unfortunately turn-out was very poor.
7. **To receive** the following correspondence:
- 7.1. Barclays Bank Plc: *Your Business accounts - at a glance* - Your balances on 30 April 2021.
 - 7.2. Barclays Bank Plc: *Your Community Account* - 1-30 April 2021.
 - 7.3. Came & Company: *Hiscox - Insurance Renewal*.
 - 7.4. Hiscox: *Schedule*.
 - 7.5. Came & Company: *Comparison sheet*.
 - 7.6. Hiscox: *Policy Summary*.
 - 7.7. Hiscox: *Certificate of Employers' Liability Insurance*.
 - 7.8. Came & Company: *Insurance Documentation*.
 - 7.9. Barclays Bank Plc: *Your Business accounts - at a glance* - Your balances on 28 May 2021.
 - 7.10. Barclays Bank Plc: *Your Community Account* - 1-28 May 2021.
 - 7.11. County Cllr. Fabian Eagle: *Dangerous junction cuts*.
 - 7.12. PKF Littlejohn LLP (External Auditor): *Receipt of documents - notification of exempt status, 2021*.
 - 7.13. Breckland Council: *Recycling Payment* - Glass £255.01 (2020: £237.74) - Textiles £149.58 (2020: £98.62).
 - 7.14. Barclays Bank Plc: *Changes to our terms and conditions for business accounts*.
 - 7.15. Norfolk County Council: *Delivering local highway improvements in partnership with Town and Parish Councils* - (Parish Partnership scheme).
 - 7.16. Norfolk County Council: Closure of B1111 from 250m north of its junction with Roudham Road 20m northwards because of gas connection works. The road will be temporarily closed (except for access) from 22nd to 24th July 2021.
 - 7.17. Resident: *Email re highways*.
8. **To receive** Planning Applications, planning decisions and correspondence, and **to decide** on comments to be made where necessary.
- 8.1. **3PL/2021/0766/F & 3PL/2021/0767/LB: Wretham Lodge, Church Road.** Conversion of outbuilding into dwelling for a live-in carer. **To note** that, after consultation with members, the Clerk has responded, "No objections", using delegated powers.
 - 8.2. **3PL/2021/0455/F: Land adjacent to Tofts Barns, Church Road, Wretham.** New build eco-house and ancillary garage (self/custom build). Amendment: Revised Design & Access Statement submitted. **To note** that, after consultation with members, the Clerk has responded, "No objections", using delegated powers, and **to receive** planning permission dated 18 June 2021.
 - 8.3. **To note** that the Clerk had been advised of an Electronic Communications Code 2003 Regulation 5 notification served on Breckland Council as the Planning Authority, to utilise Permitted Development Rights at Money Tree Farm, Croxton Road, to replace 3 existing antennae with new ones and associated ancillary equipment. No response on behalf of the Council is required.
 - 8.4. **3CM/2021/0006/CM: Larkshall Mill Recycling Facility, Thetford Road, East Wretham.** Request for EIA Screening Opinion: Proposed facility for the production of carbon negative aggregates in accordance with section 6 of Part 2 of the EIA regulations (NCC Reference SCR/2021/0003). **To note** that, after receiving a response on this Breckland application, NCC has advised the developer that should they pursue this scheme for aggregates production at Larkshall Mill, an Environmental Impact Assessment) would need to be carried out in order to inform the planning application.
9. **To receive** an email from the Pageant Master regarding events being planned to celebrate the Platinum Anniversary of the reign of Her Majesty the Queen, and **to consider** any actions the Council may think necessary.
10. **To note** that the Clerk had noticed that the Wretham Village Sign was looking dull, and had asked Harry Stebbing (now trading as *Village Sign People*) for a quotation for it to be repainted,

which came in at £1,354.20. It turned out that this was the first sign they had made. However, they suggested it might be improved by careful cleaning, which the Clerk did, and the sign is certainly brighter. There were only small areas where the paint was flaking off.

11. **To note** the following decisions taken by the Clerk using delegated powers:
 - 11.1. Entered three-year insurance Agreement with Hiscox. The brokers had obtained quotes from three potential suppliers - Pen Underwriting Limited: £581.78; Hiscox: £581.46; Ecclesiastical £634.51 (all plus a £50.00 administration fee). Came & Company recommended accepting the quote from Hiscox, and further reducing the premium by agreeing to a three-year Long-Term Agreement.
 - 11.2. Payment of £602.39 to Came & Company, being the insurance premium for the period 1 June 2021 - 31 May 2022, the first year of the above agreement.
 - 11.3. Payment to the Clerk and HM Revenue & Customs totalling £1,083.53 (salary for 1 April 2021 to 30 June 2021 £1,053.78; homeworking allowance £13.50; Mileage Allowance Payment for 5 February 2021 - 3 June 2021 £16.25).
 - 11.4. Payment of £50.00 to Mr Michael Corrie as an honorarium for the completion of the Internal Audit for the year ended 31 March 2021.
 - 11.5. Payment of £72.51 (Postage & Telephones £17.32; Other (Deer sign padlocks & Land Registry search) £46.64; VAT £8.58) to the Clerk in reimbursement for items paid on behalf of the Council for 5 February 2021 to 3 June 2021.
 - 11.6. Payment of £34.80 (£29.00 + £5.80 VAT) to the Clerk, being reimbursement for his having paid invoice no. 1260174 from Speednames UK as the annual subscription for the wretham.net domain name.
 - 11.7. Noted that on 14 June 2021 the United Kingdom Debt Management Office Public Works Loan Board deducted £220.44 from the Council's account by direct debit, being the repayment due on the Council's loan.
12. **Finance**
 - 12.1. To note receipt of the following credit: Breckland Council - Recycling Payment - £404.59 - 22 June 2021
 - 12.2. **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, 12 August 2021 at 7.00 p.m. in Wretham Village Hall.

Possible Future Meeting dates:

Thursday, 8 July 2021	Thursday, 14 October 2021	Thursday, 13 January 2022
Thursday, 12 August 2021	Thursday, 11 November 2021	Thursday, 10 February 2022
Thursday, 9 September 2021	Thursday, 9 December 2021	Thursday, 10 March 2022