

WRETHAM PARISH COUNCIL

5 March 2020

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 March 2020 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, 13 February 2020.
6. **To report** matters arising from the minutes not on the agenda: **for information only.**
 - 6.1. [4] **Post partially obstructing Woodcock Road.** This was removed soon after the last meeting.
 - 6.2. [11] **Lost grips in Illington Road.** Unfortunately NCC Highways failed to re-create the lost grips when clearing out the others in the parish, presumably because they could not find them as they no longer existed. The Clerk will get more definite information as to where they were and then pass that on.
 - 6.3. [12] **War Memorial plaque.** The Clerk passed of the Council's comments to the RAF Association contact, who is gathering answers to the questions from the Czechoslovak association.
7. **To receive** correspondence (pre-circulated or available at the meeting).
 - 7.1. Norfolk Constabulary: *All Saints & Wayland Newsletter* - February 2020.

- 7.2. Pricilla Bacon Hospice: *Appeal letter*.
- 7.3. Elizabeth Truss MP: *Community Access to Cash Pilots*.
- 7.4. Defence Infrastructure Organisation: *Fencing Wretham Camp*.
- 7.5. Norfolk Constabulary: *Minutes of the Safer Neighbourhood Action Panel (SNAP) Meeting* - 16 January 2020.
- 7.6. HM Treasury: *Public Works Loan Board (PWLB) - Change of Governance*.
- 7.7. *Clerks & Councils Direct* - March 2020.
- 7.8. Barclays Bank Plc: *Your Business accounts - at a glance* - Balances on 28 February 2020.
- 7.9. Barclays Bank Plc: *Your Community Account* - 1 January - 28 February 2020.
- 7.10. Barclays Bank Plc: *Your Active Saver Account* - 1 January - 28 February 2020.
- 7.11. The Pensions Regulator: *Work out your legal duties now*.
8. **To receive** Planning Applications, planning decisions and correspondence, and **to decide** on comments to be made where necessary.
 - 8.1. **3PL/2020/0190/F: 4 Manor Cottages, Church Road, Wretham**. Erection of 3 bed single storey detached dwelling with attached double garage & detached tractor port.
9. **To receive** an update relating to the fuel syndicate.
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. **To consider** moving the date of the Annual Parish Meeting and the Annual Meeting of the Parish Council from 14 May to 28 May 2020.
15. **Finance**.
 - 15.1. **To approve** payment to the Clerk and HM Revenue & Customs totalling £1,087.54 (salary for 1 January 2020 to 31 March 2020: £1,025.70; payment for use of home as office: £13.50; Mileage Allowance Payment for 30 November 2019 - 5 March 2020: £28.34; Telephone Allowance Payment: £20.00).
 - 15.2. **To approve** payment of £2.70 (Postage & Telephones) to the Clerk in reimbursement for items paid on behalf of the Council for 30 November 2019 to 5 March 2020.
 - 15.3. **To approve** payment of £111.75 (93.13 + £18.62 VAT) to Mrs Joy Townsend in reimbursement of her having paid Wix.com Limited in settlement of invoice no. 598405741 for hosting the Wretham Village Website for 15 February 2020 - 15 February 2021.
 - 15.4. **To consider**, and if agreed, **approve** making a grant to MAGPAS (Mid Anglia General Practitioner Accident Service). (£75 has been placed in the budget, but once again no appeal letter has been received this year.)
 - 15.5. **To receive** the Monthly Financial Report.
16. **To decide** on any matters for consideration at next meeting.
17. **To confirm** the date of the next meeting as Thursday, 9 April 2020 at 7.00 p.m. in Wretham Village Hall.

Future Meeting dates:

Thursday, 9 April 2020

Thursday, 14 May 2020*

Thursday, 11 June, 2020

Thursday, 9 July 2020

Thursday, 13 August 2020

Thursday, 10 September 2020

Thursday, 8 October 2020

Thursday, 12 November 2020

Thursday, 10 December 2020

Thursday, 14 January 2021

Thursday, 11 February 2021

Thursday, 11 March 2021

* Annual Parish Meeting and Annual Meeting of the Parish Council. See also Agenda item 14.