

WRETHAM PARISH COUNCIL

2 February 2017

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, 9 February 2017 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 December 2016.
6. **To report** matters arising from the minutes not on the agenda: **for information only.**
 - 6.1. [11.3, Minutes of 10 July 2014] **Grass cutting direct debit.** Although the Council signed a direct debit authority to cover grass cutting payments to Serco and sent it to them, they did not get round to setting it up. Now that the company has agreed to invoice annually rather than monthly, the Clerk has checked with Serco and been told that they no longer have the document, and with the bank to confirm that it has not been lodged with them. The Council will, therefore, continue to pay invoices by cheque.
 - 6.2. [6.2] **SAM2.** The replacement device has arrived and is in use. The Clerk has purchased padlocks which hopefully will prevent future theft.

- 6.3. [6.4] **BT**. BT has at last responded to the correspondence from Elizabeth Truss MP, but has basically just outlined what their policy is, and not provided any acceptable justification for it. They state, "... as there has to be a names person who can take financial responsibility ...", thus implying that the Council is not a body in its own right, or is not financially responsible. The Clerk has responded to Ms Truss, asking her to try to explain the situation in words that BT can understand, and also pointing out that he has found that BT does operate accounts in the names of some parish councils.
7. **To receive** Correspondence (pre-circulated)
- 7.1. Norfolk Age UK: *Appeal letter*.
 - 7.2. Breckland Council: *Breckland Outdoor Sport and Children's Play Funds*.
 - 7.3. The Pensions Regulator: *Your staging date [1 April 2017] is approaching - what you will need to do next*.
 - 7.4. Norfolk County Council: *Recycling Credits advice*.
 - 7.5. *Clerks & Council Direct* - January 2017.
 - 7.6. Barclays Bank Plc: *Your Community Account statement* - 1-30 December 2016.
 - 7.7. Barclays Bank Plc: *Your Active Saver Account statement* - 1-30 December 2016.
 - 7.8. Breckland Council: *To all Breckland Council Suppliers*.
 - 7.9. Department for Communities and Local Government: *Attempt to justify statement about tax-payer concerns about increases in parish precepts when the Government has absolutely no evidence of this*.
 - 7.10. Smaller Authorities' Audit Appointments Limited: *Audit of Smaller Authorities Scales of Fees 2017-18 to 2021-22*.
 - 7.11. Breckland Council: *Five Year Housing Land Supply*.
 - 7.12. Norfolk County Council: *Highway and community Ranger visit* - w/c 27 February 2017.
8. **To receive** Planning Applications, planning decisions and correspondence, and to decide on comments to be made where necessary.
- 8.1. **3PL/2016/1492/LB: Dog and Partridge Public House, Watton Road**. Application for listed building consent for Internal Works to improve disabled access (Previous app denied permission - 3PL/2015/1446/LB). **To note** that the Clerk has responded "No objection" under delegated powers.
 - 8.2. **3PL/2016/1318/F: Plot C at Manor Farm Church Road**. Re-design 3-bed detached dwelling with attached garage on plot 5. Planning Permission dated 3 January 2017.
 - 8.3. **3AG/2016/0001/AG: Mere Farm, Larkshall**. Application under the Town and Country Planning (General Permitted Development) Order 1995 for the Erection of an agricultural shed (1 of 4). Notice that no prior approval is required dated 30 November 2016.
9. **To consider** making amendments to the Councils mandate with Barclays Bank as a result of the change in Chairmanship.
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 £791.01 (salary for 1 January 2017 to 31 March 2017: £769.56; Mileage Allowance Payment for 30 November 2016 - 29 January 2017: £21.45).
- 14.2. **To approve** payment of £29.98 (Padlocks for SAM2 £24.99 + £4.99 VAT) to the Clerk as reimbursement for items paid on behalf of the Council for 30 November 2016 to 29 January 2017.
- 14.3. **To note** that BT collected £20.45 (£12.27 + £8.18 VAT) on 3 January 2017 and will collect £49.08 (£40.90 + £8.18 VAT) on 4 February 2017 from the Council's account in settlement of invoices nos. M010 PN and M011 TM for broadband services.
- 14.4. **To approve** payment of £3,432.00 (£2,860.00 + £572.00 VAT) to Westcotec Limited in settlement of invoice no. 7119 for a replacement SAM2.
- 14.5. **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, 9 March 2017 at 7.00 p.m. in Wretham Village Hall.

Future Meeting dates:

Thursday, 9 March 2017	Thursday, 10 August 2017	Thursday, 7 December 2017
Thursday, 13 April 2017	Thursday, 14 September 2017	Thursday, 11 January 2018
Thursday, 11 May 2017	Thursday, 12 October 2017	Thursday, 8 February 2018
Thursday, 8 June 2017	Thursday, 9 November 2017	Thursday, 8 March 2018
Thursday, 13 July 2017		