

WRETHAM PARISH COUNCIL

Clerk: Julie (Jules) Challenor, Tofts Barn, Church Road, Wretham, IP24 1RL

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Minutes of the **Ordinary Monthly Parish Meeting of Wretham Parish Council** held on Thu 13th June 2024 at 7:00pm in Wretham Village Hall.

Present: Cllr Sharon Ford, (SF) – Vice Chair, Cllr Paul Barnard (PB), and Parish Clerk, Jules Challenor (JC)

One member of the public present, John Kitson reporting on behalf of the Village Newsletter.

1. **APOLOGIES OF ABSENCE** – Cllr Lorna Soar – holiday, Cllr JF - work and Cllr HS - poorly.
In the Absence of the chair – Cllr SF took the meeting.
2. **DECLARATIONS OF INTEREST** – Item 10.2 Cllrs JF and SF unable to comment, although nothing to discuss. Item 7.2 Cllr LS.
3. **DISPENSATIONS** – None.
4. **MINUTES** – The Minutes of the meeting held on Thu 16th May 2024 were agreed by all and signed by the Vice-Chair. These will be available to view on the Parish Council website and noticeboards.
5. **PUBLIC PARTICIPATION** – This session should not exceed 20 minutes
6. **DISTRICT AND COUNTY COUNCILLORS REPORT**
 - 6.1 District Councillors Report – None
 - 6.2 County Councillors Report - None

7. MATTERS ARISING

7.1 OUTSTANDING HIGHWAY MATTERS

ENQ-28545 re hedge rows Woodcock Road – Clerk still to contact Ian and Jeanette Turtle at Woodcock Farm. Clerk busy with regulation updates, however this will be done before the next meeting. **Action: Clerk**


ENQ-663793-G1B6Z3 – Croxton Road potholes – New enquiry submitted ENQ900269409. Update - This problem has already been reported and action identified to resolve the issue and is prioritised for repair.

Roadsign + chevrons by Denton / end of camp enquiry **ENQ900269410** - This problem has already been reported and action identified to resolve the issue - It is likely that the defect was identified as part of our routine scheduled inspections and already prioritised for repair.

Low Road, Illington plus Illington Road to Wretham – Potholes resolved – Matter Closed.

7.2 ANY OTHER MATTERS

Mill Stone Green update – Clerk emailed Mr Beres on 11th Jun and copied in all Councillors. No reply received. It was agreed if no response by end Jun 24, need to liaise with Phil Cowen.
Action: Clerk

Chairmans initials 

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8. **CORRESPONDENCE** – All correspondence regularly sent electronically to all Councillors. It was noted that a lot of correspondence is received and the Clerk does read through and if anything urgent, would make the Councillors aware.

9. **FINANCE**

9.1 Monthly Financial Report – Prior to meeting, all payments to be made sent to all Councillors for approval along with financial report showing all bank balances. Payments due Zurich Insurance, sum £327 (half of previous year!). Clerk Salary Apr-Jun 24, sum £1,271.66. Domain website renewal reimburse Clerk, sum £34.80. HMRC PAYE/NI due Apr-Jun24, sum £28.60. An interest saver with Lloyds was opened as currently all monies held in a deposit account, is not earning interest. Balance in the interest saver *****963 sum £8,000 and treasurers account *****660, sum £183.62 TOTAL £8,183.62. Statements were shown and signed off by Cllr SH and Cllr PB.

Each month the Clerk has to submit payroll return to HMRC, even if nil. Clerk requested to be paid monthly and it was agreed by the council committee to be paid at the end of each month, starting Jul 24, following sign off by 2 council members at the monthly meeting.

10. **PLANNING APPLICATIONS** – new planning applications, planning decisions and correspondence, and to decide on comments to be made where necessary.

10.1 **ENF/271/22/PAR** – 4 Manor Cottages - Appeal ongoing & Breckland Council managing.

10.2 **3PL/2023/1107/F** - Sunnys Trees Hockham Road IP24 1SD - Tourism development to include erection of 2 holiday cabins, 5no caravan pitches, service block, stables, manege and paddocks for equestrian use – Decision by 13 May 24 – @ 11 Jun 24 – Status undecided

10.3 **3PL/2024/0347/HOU** – 25 Mill Stone Green, IP24 1FP – Erection of single storey side extension and single storey front porch extension – Decision by 14 Jun 24 – Status Approved.

10.4 **3PL/2024/0332/F** – Larkshall House, Thetford Road - Erection of Farm Shop on existing agricultural land – Decision by 5 Jul 24 – Status Undecided – No comment.

10.5 **Openreach - Malbec House, Church Road** – BT intends to install fixed line BB electronic apparatus – dated 5th Jun 24 – If no response within 28 days, assume consent and proceed.

11. **ANY OTHER BUSINESS**

11.1 Memory Support Café – the name tbc – update at the next meeting – **Action: Cllr LS**

11.2 Litter Picking update – Member of village no longer partaking in DofE but has said will support when possible as at school. Clerk has completed one litter pick of Church Road, crossing over onto A1075, Millenium Row and back along the camp road. Clerk happy to keep running ad hoc.

11.3 OCO Technology – Andrew Short, part of Liaison Group – promoted and moving back to Australia. Cllr PB to make enquiries re our proposed visit in Jul 24. Speaking to Richard the Boss, Karen will be in touch with the Clerk to arrange date. Cllr SF has asked that her son be allowed to attend as he is doing an architectural degree and would be useful. Also ensure John Kitson is invited.

11.4 All Financial Regulations and Financial Risk Assessment, Standing Orders and Code of Conduct updated and emailed to all councillors and adopted. Clerk to ensure they are on the website.
Action: Clerk

12. **ITEMS FOR NEXT AGENDA AND DATE FOR NEXT MEETING(S)**

2024 - 11th Jul 24, Aug (tba) 12th Sep, 10th Oct, 14th Nov, Dec 24 (tba).

2025 - 9th Jan, 13th Feb, 13th Mar, 10th Apr, 8th May, 12th Jun, 10 Jul 2025

Chairmans initials

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