

WRETHAM PARISH COUNCIL

30 November 2016

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 December 2016 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 November 2016.
6. **To report** matters arising from the minutes not on the agenda: **for information only.**
 - 6.1. [8.2, Minutes of 8 September 2016] **Stonebridge Camp.** The Clerk asked Breckland Council Planning whether they had agreed to the leylandii trees along the A1075 side of this site being removed, because they were shown as to be retained on both the planning applications which have received Permission, and those still awaiting a decision. They were not aware, but have now raised this matter with the applicants and advised that any scheme for the site would need to include satisfactory replacement planting, in particular along the site frontage. It may be that they can get some improvements in terms of native species or species of more local provenance.
 - 6.2. [12] **SAM2.** After a considerable amount of chasing, the Clerk has now been told that Aviva has agreed to pay out on the insurance claim and the sum of £2,800 (the cost of

a replacement device less the £250 excess) will soon arrive in the Council's account. He has therefore placed an order for a new sign with Westcotec.

- 6.3. [13] **Speeding past Hilda Raker Close.** The Clerk has now been assured that the recommendations of the Constabulary Traffic Management Officer have gone to Norfolk County Council and their response is awaited.
- 6.4. [18.3] **BT.** Ms Truss, MP, has written to BT supporting the Council's view that the account should be in its name, and their response is awaited.
7. **To receive** Correspondence (pre-circulated)
 - 7.1. War Memorials Trust: *Bulletin* - November 2016.
 - 7.2. Citizens Advice: *Appeal letter*.
 - 7.3. Norfolk Constabulary: *Minutes of the Attleborough Safer Neighbourhood Action Panel (SNAP) Meeting* - 18 November 2016.
 - 7.4. BT: *Your new Direct Debit*.
 - 7.5. HM Revenue & Customs: *Paying your Pay As You Earn (PAYE)*.
 - 7.6. Wretham PCC Secretary: *Letter of thanks for grant*.
 - 7.7. The Pensions Regulator: *Act now: the law on workplace pensions has changed*, advising that the Council's staging date is 1 April 2017.
 - 7.8. Campaign to Protect Rural England: *Fieldwork* - Winter 2016.
 - 7.9. Campaign to Protect Rural England: *Countryside Voice* - Winter 2016.
 - 7.10. UK Debt Management Office: *Loan Payment due 14 December 2016*.
8. **To receive** Planning Applications, planning decisions and correspondence, and to decide on comments to be made where necessary.
 - 8.1. **3PL/2016/1318/F: Plot C at Manor Farm Church Road.** Application for Re-design 3-bed detached dwelling with attached garage on plot 5. **To note** that the Clerk has responded "No objections" using delegated powers.
 - 8.2. **3PL/2016/1133/F: Manor Farm, Church Road, Wretham.** Proposed Development of three detached dwellings. (Revised scheme). Planning Permission dated 16 November 2016.
 - 8.3. **3PL/2016/1204/HOU: Peddars, Keepers Corner, Wretham.** Erection of single storey extension following demolition of existing outbuildings. Notice that the Applicant has withdrawn the application dated 24 November 2016.
9. **To agree** a schedule of meeting dates for 2017/18.
10. **Finance.**
 - 10.1. **To approve** payment to the Clerk and HM Revenue & Customs totalling £877.34 (salary for 1 October 2016 to 31 December 2016: £817.86; Mileage Allowance Payment for 1 September 2016 - 29 November 2016: £59.48).
 - 10.2. **To approve** payment of £6.52 (Postage & Telephones £6.38, VAT £0.14) to the Clerk as reimbursement for items paid on behalf of the Council for 2 September 2016 to 29 November 2016.
 - 10.3. **To approve** payment of £120.00 to the Norfolk Association of Local Councils, being the cost of the Chairman attending *Chairing and Leadership* training on 28 January and 4 February 2017.
 - 10.4. **To consider approving** payment of £49.08 (£40.90 + £8.18 VAT) to BT in settlement of its bill reference M008 FX as amended. This originally included a £40 Late Payment Fee, which only arose because BT had failed to provide the direct debit authority

earlier, despite copious requests to do so. The Clerk contacted BT's Chairman & CEO's Complaints Specialist saying that unless she confirmed that this incorrectly debited sum would be deducted from the next bill, he would be obliged to cancel the direct debit authority to prevent it going through. Unfortunately this assurance was not forthcoming, so he has done this, and this cheque is to make the correct payment only. When the matter is resolved with BT it will be necessary to set up a new direct debit authority. However, since then the Clerk has received Bill reference N007 QL which shows that BT have credited the account with £117.71 (£104.76 + £12.95 VAT), leaving the account £28.63 in credit. Unfortunately the Clerk has no idea why they have done this, so it may well be an error.

10.5. **To receive** the Monthly Financial Report.

11. **To decide** on any matters for consideration at next meeting.

12. **To confirm** the date of the next meeting as Thursday, 12 January 2017 at 7.00 p.m. in Wretham Village Hall.

Future Meeting dates:

Thursday, 12 January 2017

Thursday, 9 February 2017

Thursday, 9 March 2017