

Wretton Parish Council

Chair: Cllr Gabby Atling, Vice Chair: Cllr Karen Smith

Cllr Martyn Cann, Cllr Peter Garnett, Cllr Holly Hogan, Cllr Debbie Lister, Cllr Mick Peake

Clerk – Miss L Dawson

30th October 2024

Email: clerk.wrettonpc@gmail.com

I hereby give you notice that the next **Ordinary Meeting of Wretton Parish Council** will be held on Monday 4 November 2024 at 7.30pm in All Saints' Church. All members of the Parish Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.

Agenda

1. To consider accepting apologies for absence.
2. To record declarations of personal and/or prejudicial interest from members in any item to be discussed and consider any requests for dispensations.
3. To approve the minutes of the Parish Council Meeting held on 23 September 2024.
4. Matters Arising from previous meetings, not elsewhere on the agenda.
5. To allow Public participation – 15 minutes (5 minutes per person)
6. To receive reports from Borough and/or County Councillors.
 - 6.1 Martin Storey County
 - 6.2 Sue Lintern Borough
7. Reports to include any updates from previous meetings:
 - 7.1 Chair's Report
 - 7.2 Clerk's Report
8. **Finance**
 - 8.1 To consider the closure of the Barclays bank account.
 - 8.2 To receive a CIL update.
 - 8.2.1 To note the current balance is £1441.01, after having spent £2,196 in FY23/24 on the SAM2 sign, to be spend by October 2024.
 - 8.2.2 To consider any suitable CIL projects.
 - 8.3 To receive a bank reconciliation.
 - 8.4 To receive details of income received.
 - 8.5 To receive and approve the payments list and any other payments received before the meeting.

Company	Description	Net	Vat	Gross
Parish Online	Annual subscription	£40.00	£8.00	£48.00
Nurture	Grass-cutting Contract 1MID351521	£283.80	£56.76	£340.56
Nurture	Grass-cutting Contract 1MID352504	£269.02	£53.80	£322.82

WEL Medical	Defib pads	£66.90	£13.38	£80.28
Cllr G Atling	Refund for printing costs	£5.49	£0.92	£4.57
K&M Lighting	Streetlight maintenance 1/10/24 – 31/10/24	£6.16	£1.23	£7.39
Lolly Dawson	Staff Costs	TBC		

8.6 To agree new Account Management with Unity Bank.

8.7 To consider the current budget/expenditure review 24/25.

8.8 To consider the 25/26 draft budget.

8.9 To consider the 25/26 precept figure.

8.10 To consider annual membership to Norfolk Parish Training Support at a cost of 1% of the precept.

9. Administration

9.1 To approve the documents to be placed at the Archive Centre.

9.2 To consider stationary order.

10. Village Matters

10.1 To consider working with the Community Payback team and agree any further actions.

10.2 To discuss the play area land.

10.3 To consider a representative to lay the Remembrance wreath.

11. Planning matters

11.1 Applications

Any application that appears on the Borough Council planning portal up to the date of the meeting, that requires the consultation of the Parish Council will be considered by the Councillors at this scheduled meeting, even if the application is not listed on the agenda below. Please check the planning portable for up-to-date information.

11.2 Decisions

11.2.1 24/01516/F – Lingwood, 5 Church Road, PE33 9QR. Dismantle existing sunroom and replace with rear extension. Application permitted. 22/10/2024. Delegated Decision.

12. Highways

12.1 To consider a response to the PLA 951 Wretton Low Road 30mph Speed Limit Order consultation.

12.2 To consider the grass cutting quotes.

12.3 To consider the current bus stop, and potential relocation or additional stop.

12.4 To receive an update on the highway's meetings and any further actions.

13. Correspondence

13.1 To note the new residential property address, Gatekeepers Cottage.

13.2 Email received from Kings Lynn & West Norfolk Borough Council, survey from communications team. www.letstalkwestnorfolk.co.uk

14. To allow Public participation – to include information from developers, Police representatives or any other person invited to speak – 15 minutes (5 minutes per person)

15. To receive items for next meeting's agenda

15.1 To consider and approve a document retention policy

15.2 To consider and approve a risk assessment

16. To agree the date and time of next meeting

16.1 Monday 6th January 2025 at 7:30pm

16.2 To agree meeting dates for 2025

To resolve on the moving into a closed session, on the grounds of confidentiality in accordance with the Public Bodies Admission to Meetings Act 1960 s.1(2)

17. Staffing Matters

17.1 To consider appointment of new Clerk & Responsible financial officer, and agree the terms of employment.