

Wretton Parish Council

Chair: Cllr Martyn Cann, Vice Chair: Cllr Karen Smith

Cllr Peter Garnett, Cllr Holly Hogan, Cllr Debbie Lister, Cllr Mick Peake, vacancy

Clerk – Ms Jo Lloyd

2nd July 2025

Email: clerk.wrettonpc@gmail.com

I hereby give you notice that an **Ordinary Meeting of Wretton Parish Council** will be held on Monday 7 July 2025 at 7.30pm in All Saints' Church. Councillors 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. Members of the press and public are welcomed to attend.

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 12 May 2025.
4. To consider Co-option to fill the casual vacancy.
5. Matters Arising from previous meetings, not elsewhere on the agenda.

6. To allow Public participation – 15 minutes (5 minutes per person)

6.1 County Councillor Martin Storey

6.2 Borough Councillor Sue Lintern

6.3 Members of the public

7. Reports to include any updates from previous meetings:

7.1 Chair's Report

7.2 Clerk's Report

7.2.1 Update on regulations for Parish Council website and emails.

7.2.2 Update on VAT refund claims.

7.2.3 Update on Paper Bank.

8. Finance

8.1 To receive a bank reconciliation.

8.2 To receive details of income received:

BCKLWN	Precept (50%)	5577.00
BCKLWN	CIL	13.31
Ward Gethin Archer	Refund	20.00
HMRC	VAT refund	702.16

8.3 To approve the payments list and any other payments received before the meeting:

Company	Description	Net	Vat	Gross
J Lloyd	Reimburse for Tesco Mobile phone	47.99	12.00	£59.99
J Lloyd	Reimburse for Tesco Mobile voucher	10.00	-	10.00
D Lister	Reimburse for VE Day flags	£18.31	£3.66	£21.97
Norfolk PTS	Subscription for 1 month	£15.00	£3.00	£18.00
The Horticulture Industry Scheme	Grass cutting	£875	-	£875
Zurich Insurance	Annual insurance	437.00	-	437.00
Fenland Leisure Products	Toddler swing seats	270.00	45.00	225.00
Unity Bank	Service charge	6.00	-	6.00
K&M Lighting	9399 Streetlight Maintenance	7.39	1.23	6.16
West Norfolk Web Design	Website hosting 2023 and 2024	132.00	22.00	110.00
BCKLWN	Dog bin emptying instalment 1	175.76	29.29	146.47
BCKLWN	Dog bin emptying instalment 2	175.76	29.29	146.47
J Lloyd	Month 3 payroll	253.06	-	253.06
K&M Lighting	9452 Streetlight maintenance	7.39	1.23	6.16

8.4 To consider the current budget/expenditure review 25/26.

8.5 To consider 3 quotes for annual play area inspection.

9. Admin

9.1 To consider and adopt a Planning Protocol.

9.2 To review Standing Orders, noting 2025 updates to NALC model Standing Orders.

9.3 To review Financial Regulations, noting 2025 updates to NALC model Financial Regulations.

10. Correspondence

10.1 To note any correspondence received prior to meeting.

11. Village Matters

11.1 To consider new Wretton signs at entrance to village.

11.2 To consider the arrangements for hanging the King's Portrait.

11.3 To consider defibrillator / CPR training.

11.4 Play area:

11.4.1 To approve annual inspection.

11.4.2 To consider training for routine inspections.

11.4.3 Update on land valuation.

12. Planning matters

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 portal for up-to-date information.

12.1 Applications

12.2 Decisions

13. Highways

13.1 To receive an update on the bus stop location on Low Road.

13.2 To receive any other highways update.

14. To receive items for next meeting's agenda

15. To agree the date and time of the next meetings

Monday 1st September and Monday 3rd or 10th November