

## Wretton Parish Council

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

Cllr Holly Hogan, Cllr Debbie Lister, Cllr Mick Peake, Cllr Steve Randall

I hereby give you notice that an **Ordinary Meeting of Wretton Parish Council** will be held on **Monday 5<sup>th</sup> January 2026** 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.

Signed: *J Lloyd* (Clerk)

30<sup>th</sup> December 2025

### Agenda

- 1 / 26 To consider accepting apologies for absence.
- 2 / 26 To record declarations of personal and/or prejudicial interest from members in any item to be discussed and consider any requests for dispensations.
- 3 / 26 To approve the minutes of the Parish Council Meeting held on 10<sup>th</sup> November 2025.
- 4 / 26 Matters Arising from previous meetings, not elsewhere on the agenda.
- 5 / 26 To allow Public participation – 15 minutes (5 minutes per person)
  - a. County Councillor Martin Storey
  - b. Borough Councillor Sue Lintern
  - c. Members of the public
- 6 / 26 Reports to include any updates from previous meetings:
  - a. Chair's Report
  - b. Clerk's Report
    - i. Update on co-option.
    - ii. To note registration with ICO.
    - iii. Update on Assertion 10 progress.
- 7 / 26 Finance:
  - a. To receive a bank reconciliation.
  - b. To receive details of any income received:

| Date     | Company               | Description                                             | Amount |
|----------|-----------------------|---------------------------------------------------------|--------|
| 12.11.25 | HMRC                  | VAT refund 24/25                                        | 756.90 |
| 17.11.25 | Donation c/o D Lister | Surplus from P Garnett bench fund for play area project | 20.00  |

- c. To approve the payments list and any other payments received before the meeting:

| Date     | Company                           | Description                   | Net      | Vat   |
|----------|-----------------------------------|-------------------------------|----------|-------|
| 24.11.25 | Norfolk Parish Training & Support | Assertion 10 training (clerk) | 45.00    | 9.00  |
| 24.11.25 | Parish Online                     | Subscription                  | 40.00    | 8.00  |
| 30.11.25 | Unity Bank                        | Service charge                | 6.00     |       |
| 03.12.25 | J Lloyd                           | Month 8 Payroll               | 261.76   |       |
| 15.12.25 | The Horticulture Industry Scheme  | Grass cutting                 | 1,166.65 |       |
| 15.12.25 | K&M Lighting                      | Streetlight maintenance 9730  | 6.93     | 1.39  |
|          | J Lloyd                           | Month 9 Payroll               | 261.76   |       |
|          | ICO                               | Registration                  | 49.40    |       |
|          | Barriers Direct                   | Bus shelter bench             | 385.85   | 77.17 |

- d. To consider the draft budget for 26/27.
- e. To consider the precept figure for 26/27.
- f. To consider paying a share of SLCC membership for the clerk, at a cost of £61.54 for 2026.
- g. To approve and sign direct debit instruction to ICO (initial payment £47 for 2026).

#### 8 / 26 **Admin**

- a. To approve Document Retention Policy.

#### 9 / 26 **Correspondence**

To note any correspondence received prior to meeting:

- a. NALC re. Government consultation on LGR.

#### 10 / 26 **Play area**

- a. To receive any updates regarding long term security of land.
- b. To receive quotes for repair work, if available.
- c. To receive update on actions from inspection.

#### 11 / 26 **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 portable for up-to-date information.*

##### a. **Applications**

- i. 25/01930/F | Variation of conditions 2,5,7,8 and 9 attached to planning permission  
25/0055/F: VARIATION OF CONDITION OF PLANNING CONSENT 23/01376/F: Proposed

Detached Dwelling and Garage | Land SW of The Coach House, Low Road, Wretton: to ratify comments submitted.

- ii. 25/01758/F | Retention of existing structures for agricultural use and retention of earth bund | Chalk Pit Farm, Lynn Road, Stoke Ferry: to ratify comments submitted.

**b. Decisions**

- i. 24/00217/NMA\_1 | NON-MATERIAL AMENDMENT TO APPLICATION: 24/00217/O: OUTLINE APPLICATION WITH ALL MATTERS RESERVED FOR : Demolition of existing agricultural building to create 2no residential dwellings. | Agricultural Building S of Oak Farm Chequers Road Wretton: Application permitted.

**c. Other Planning Matters**

**12 / 26 Highways**

- a. Update on damaged signs.
- b. Update regarding Highways assessment of Limehouse Drove flooding issues.
- c. Update on the Low Road / West Dereham Road speed limit.
- d. Update on the Low Road bus stop.

**13 / 26 Village Matters**

- a. Update on bus shelter bench.
- b. To note that a PPS application has been submitted for a 50% contribution towards new Wretton signs at the entrance to the village.
- c. To consider issues relating to Pipistrelle Drive.
- d. To consider Community book swap.

**14 / 26 To receive items for next meeting's agenda**

**15 / 26 To agree the date and time of the next meetings**

Monday 2<sup>nd</sup> March

Monday 4<sup>th</sup> / 11<sup>th</sup> May (Ordinary Meeting and Parish Assembly.)