

Wretton Parish Council

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

Cllr Holly Hogan, Cllr Debbie Lister, Cllr Mick Peake, Cllr Steve Randall, Cllr Tom O'Brien

I hereby give you notice that the **Annual Meeting of Wretton Parish Council** will be held on
Monday 11th May 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)

6th May 2026

Agenda

32 / 26 Election of Chair for the coming year and signing of acceptance of office.

33 / 26 Election of Vice-Chair for the coming year.

34 / 26 To consider accepting apologies for absence.

35 / 26 To record declarations of personal and/or prejudicial interest from members in any item to be discussed and consider any requests for dispensations.

36 / 26 To approve the minutes of the Extraordinary Parish Council Meeting held on 17th March 26.

37 / 26 To allow Public participation – 15 minutes (5 minutes per person)

- a. County Councillor
- b. Borough Councillor Sue Lintern
- c. Members of the public

38 / 26 Reports to include any updates from previous meetings:

- a. Chair's Report
- b. Clerk's Report
 - i. To note inspection of streetlights and recommendations.

39 / 26 Finance:

- a. To receive a bank reconciliation.
- b. To receive details of any income received:

Date	Company	Description	Amount
13/04/26	BCKLWN	Precept (50%)	£ 6,212.50

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

Date	Payee	Description	Net cost (£)	VAT (£)
03/03/26	K&M Lighting	Streetlight maintenance inv 9894	6.93	1.39
31/03/26	Unity Bank	Service charge	7.00	
31/03/26	J Lloyd	Salary month 12	261.56	
31/03/26	HMRC	PAYE month 12	0.20	

01/04/26	K&M Lighting	Streetlight maintenance inv 9949	6.93	1.39
31/03/26	Walpole Mowing Ltd	Grass cutting inv 1031	316.66	
03/04/26	N Power	Streetlight electricity inv15223030	208.98	10.45
09/04/26	Robin Goreham	Internal Audit	63.00	
01/04/26	BCKLWN	Dog bin collection instalment	151.84	30.37
30/04/26	J Lloyd	Salary month 1	265.10	
30/04/26	HMRC	PAYE month 1	1.00	
01/05/26	K&M Lighting	Streetlight maintenance inv 10006	6.93	1.39
05/05/26	NALC	Subscription	160.25	

- d. To note invoice from BCKLWN for dog bin emptying, and ratify payment by Direct Debit.
- e. To consider opening an Instant Access Savings account with Unity Bank and sign application form.
- f. To receive an update on Parish Council reserves.

40 / 26 **Annual Audit:** To receive AGAR and agree the following:

- a. To receive and consider the internal auditor's report for 25/26, including AGAR page 4.
- b. To resolve to declare Wretton Parish Council as an exempt authority and sign the Certificate of Exemption as neither the gross income or expenditure exceeds £25,000.
- c. To resolve to approve Section 1 of the AGAR the Annual Governance Statement.
- d. To resolve to approve Section 2 of the AGAR the Accounting Statements.
- e. To note the dates of the Public Exercise of Rights for inspection of the 25/26 accounts.

41 / 26 **Admin:**

- a. **Insurance:** to consider renewal of insurance with Zurich Insurance, annual premium £437.
- b. **Website and emails:**
 - i. To resolve to move to a new gov.uk website and gov.uk emails for all Councillors.
 - ii. To consider quote from NALC for website and email provision, cost £134.10 + VAT, including transfer of website and all emails.
 - iii. To consider renewing the Wretton.org domain with Aby Solutions Ltd, and redirecting to the new website, at a cost of £30.77 for 2 years.

42 / 26 **Correspondence:** To note and consider any correspondence received prior to meeting:

- a. Email from volunteer re. SAM2 sign locations.
- b. Email from volunteer re. SAM2 sign fault.

43 / 26 **Play area**

- a. To receive updates regarding long term security of land and consider next steps.
- b. To consider holding a public meeting regarding purchase of the play area land.
- c. To consider booking a play inspection by Rospa Play Safety for June/July 2026 at a cost of £83+VAT.

- d. To resolve to reimburse Cllr Smith for the purchase of “wet and forget” treatment.

44 / 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**

b. **Decisions:**

- i. 26/00391/F | Retrospective: A full planning application for retention of the existing dwelling and detached garage (without the agricultural occupancy condition 05 or reference to agriculture in the description attached to DM6156.) | Wretton Fruit Farm, West Dereham Road PE33 9RB: Application permitted.
- ii. 26/00642/AG | AGRICULTURAL PRIOR NOTIFICATION : Steel Frame storage building. | Hillcrest Farm, Field Lane PE33 9QZ: Consent not required.

c. **Other Planning Matters**

45 / 26 **Highways**

- a. To note the 30mph speed limit on West Dereham road is now in place.
- b. Update on the Low Road bus stop.
- c. Any other highways issues.

46 / 26 **Village Matters**

a. New village entry signs:

- i. To consider the purchase and installation of 2 new village entry signs at cost of up to £222.02, 50% of this to be payable by the Parish Council.
- ii. To consider the offer of Parish Partnership Scheme funding for 50% of the above costs, and to resolve to sign the acceptance of terms.

b. To identify trees on Parish Council land and consider a tree survey.

c. To note the bus shelter has been painted, and resolve to reimburse Cllr Smith for paint costs.

d. To consider replacing the goal nets on the Green and to approve costs.

47 / 26 To note matters arising from previous meetings not elsewhere on the agenda and to receive items for next meeting's agenda.

48 / 26 **To agree the date and time of the next meetings:**

Monday 6th July, Monday 7th September

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)

49 / 26 **Staffing matters:** Annual review of the clerk's role and performance.