

MINUTES OF WRETTON PARISH COUNCIL MEETING
HELD AT THE CHURCH
MONDAY SEPTEMBER 12TH 2016

Present– Cllr David Llewellyn - Chairman, Cllr Martin Cann, Cllr Mick Peake, Cllr Mandy Peake, Cllr Ian Mack, Cllr Bill Whitmore, Cllr J Wyett.

Borough Councillor Colin Sampson

County Councillor Martin Storey present for part of the meeting

6 members of the public

1.	<u>No Apologies for Absence received</u>	
2.	<u>No Declarations of Interest made</u>	
3.	<u>The Minutes of the meetings held on 04.07.16 and 30.08.16 were agreed as a true record.</u>	
4.	<u>Matters Arising from previous meetings</u> • <u>White gates</u> The Chairman thanked Cllr Wyett for making the white gates which have now been installed at the entrance to the village along the West Dereham Road. The Chairman has been in contact with Norfolk County Council (NCC) Highways and signs are to be erected to discourage use of Wretton Row by HGVs. The possibility of a reduction in speed limits within the parish has been raised with Highways but is considered highly unlikely any extension to, or lowering of, the speed limits would be achievable at the present time. • <u>Vehicle Activated Speed (VAS) signs</u> Several possible locations have been agreed for a mobile VAS sign to be located. As 50% funding is to be through the NCC Parish Partnership Scheme forms need to be forwarded to NCC to confirm acceptance of this project before a sign is ordered • <u>Bank Mandate</u> All forms needed for the agreed change to the Parish Council bank signatories have now been submitted. • <u>Jane Forby Charity Update</u> Cllr. Mack was asked to send an e-mail to the Chairman of the Jane Forby Trust requesting what information he would like and a statement will be provided from the Charity to be shared at the November meeting of the Parish Council.	
5.	<u>5.1 Chairman's Report</u> • Vandalism to the fence around the play area and to the bench on the Green has occurred during the summer. This will be reported to the Safer Neighbourhood Team and repairs will be undertaken. The fence will be monitored as it may be that stronger fencing material may be necessary. Maintenance work on the swings will also be undertaken before the annual inspection of the play equipment takes place at the end of the month.	

	5.2 Clerk's Report - The External Audit certificate has been returned with no cause for concern raised. The matter raised by the Internal Auditor regarding prompter payment of invoices was however re-iterated and will be addressed. Copies of the Annual Return will be posted on the village notice board and on the Parish Council website. - A letter has been received regarding parking issues by All Saints Place. This area is the responsibility of NCC Highways who have been made aware of the concern. It has been stated that parking on this land is permitted as long as the vehicles are taxed and insured. - Further research will be undertaken regarding whether the Council can make an application to the NALC Transparency Code Funding and if so what equipment should be purchased. - The 2017 budget will be an agenda item for the November Parish Council meeting. 5.3 Risk Assessment Matters relating to the play area discussed during the Chairman's Report and maintenance of the pond/Green to be considered later in the agenda.													
6.	<u>Accounts were presented and accepted for payment.</u> <u>Cheques for approval of payment</u> <table><tr><td>SJ Scarrott</td><td>£118.44</td></tr><tr><td>HMRC PAYE</td><td>£46.40</td></tr></table> <i>Payment to the grounds maintenance contractor regarding the grounds maintenance contract and cutting of footpaths will be clarified before payment is made. There is also concern some damage to fencing from strimming may have occurred.</i> <u>Financial position @ 31.08.16</u> <table><tr><td>Community Account Balance</td><td>£2604.73</td></tr><tr><td>Business Saver Account (1)</td><td>£1.08</td></tr><tr><td>Business Premium Account</td><td>£7287.96</td></tr><tr><td>Business Saver Account (2)</td><td>£0.36</td></tr></table>	SJ Scarrott	£118.44	HMRC PAYE	£46.40	Community Account Balance	£2604.73	Business Saver Account (1)	£1.08	Business Premium Account	£7287.96	Business Saver Account (2)	£0.36	
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7.	<u>Correspondence</u> - Highway Rangers to visit parish w/b October 17th. - Norfolk Association of Local Councils Newsletters forwarded to Councillors including date of 2016 Autumn Conference (10th November). Also included letter relating to Neighbourhood Planning Bill. - Parliamentary Constituents Boundary Review – www.bce2016.org.uk - Letter from the Campaign for the Protection of Rural England (CPRE) to be forwarded to Councillors and to be an agenda item for the November meeting of the Parish Council. - Training sessions – e-mailed to Councillors													
8.	<u>No Planning applications received for consideration</u>													
9.	<u>Maintenance of 'pond area' on the Green</u> Much discussion took place regarding the area of the Green referred to as 'the pond' and whether the trees around this area should be trimmed or													

	taken down. The area has however been designated by the Parish Council as a wildlife area and it is a good habitat for birds in particular. It is not a pond though as there is very seldom water present and it is believed that the specification for the area was not followed at the time of construction and therefore a pond has not been formed as was the original intention. It was agreed residents should be consulted as to what is wanted before a decision is made. If maintenance work is to be undertaken on the trees costs will also need to be considered.	
10.	<u>Neighbourhood Plan</u> Village consultation will be undertaken before a decision is made as to whether a Neighbourhood Plan will be compiled. Consultation could be seen as the first stages of a Plan and Cllr Mack and the Chairman will get an information package together and report to the Council at the November Parish Council meeting regarding possible ways forward. Suggestions were made that consultation could take place via social media, including the Parish Council website which could be modified to allow completion of enquiry forms. Hard copies of information could be displayed in All Saints Church.	
11.	<u>Defibrillator for the phone box</u> Cllr. Mack provided information regarding locating a defibrillator in the phone box in the village. The estimated cost could be in the region of £1800 and it would need to be ascertained that the electricity supply to the phone box could be used. More information will be compiled for the next Parish Council agenda before a decision is made.	
12.	<u>Further Reports</u> No further instances of dog waste being placed in the paper bank seemed to have occurred and there appears to be a decrease in dog waste issues since the new waste bin has been installed near the bus shelter. It was suggested as part of any resident consultation it could be asked whether further bins are wanted in the parish.	

PUBLIC PARTICIPATION

- Concern was raised regarding the lack of verge grass cutting at All Saints Place. It could be that the Parish could be asked to contribute if verge grass cutting is to be undertaken more regularly than at present. If so it is likely special expenses would be added to residents Council Tax contribution.
- It was noted the public toilets in the Borough are to remain open.
- Water has been reported as lying in the road by All Saints Place.
- Branches need cutting back around the 30mph speed signs, although it is hoped the speed roundels will be mounted on the white gates.
- Odour has been reported emanating from the sewerage system in the village.

Chairman's Signature..... Date.....