

MINUTES OF WRETTON PARISH COUNCIL MEETING
HELD AT THE CHURCH
MONDAY SEPTEMBER 2ND 2013

Present– Cllr David Llewellyn - Chairman, Cllr Mick Peake, Cllr Mandy Peake, Cllr L Beatty, Cllr Martin Cann, Cllr John Reeve.
 Borough Councillor Colin Sampson
 2 members of the public.

1.	<u>Apologies for Absence:</u> Cllr J Wyett	
2.	<u>No Declarations of Interest made.</u>	
3.	<u>The Minutes of the meeting held on 15/07/13 were agreed as a true record.</u>	
4.	<u>Matters Arising from previous meetings</u> <u>All Saints Place</u> Freebridge Housing Association has removed the hedge at All Saints Place which was obscuring the footpath. However, a large clump of pampas grass still needs to be removed as reported at the July meeting of the Parish Council. The Clerk has telephoned, e-mailed and written to Freebridge Housing about this but no response has been received. <u>Risk Assessment</u> Members of the Parish Council met on Sunday 11th August 2013 to inspect areas of the parish which the Parish Council has responsibility for. Notes from the meeting are filed. A general tidy around Wretton Green has now taken place and maintenance work identified has been undertaken. Thanks were expressed to those who assisted with this: Cllr Llewellyn, Cllr Mick Peake, Cllr J Reeve, Cllr L Beatty, Cllr J Wyett who has repaired the seat in the play area and member of the public Chris Brooker. Work undertaken will be noted on the Parish Council website. <u>Rights of Way</u> Highway Officers from Norfolk County Council are aware of the concern that fences have been erected along both Lydia's Lane and Wiles Drove resulting in the narrowing of the pathways. Encroachment of the Rights of Way has been recorded and the Parish Council will continue to pursue Highways to correct the encroachments. Consideration will be given as to whether the Parish Council should seek legal advice itself with regard to these encroachment issues.	Chairman

5.	5.1 Chairman's Report Further discussion took place regarding the risk assessment inspection undertaken and the possible need to replace the wooden fence around the play area. The type of fencing was considered but as the Parish Council does not own this area there is a reluctance to provide metal fencing which would cost considerably more than replacement of the wooden fencing. It was suggested that green chain link fencing might be an alternative and the price for this will be researched. The cost of wood to replace the fencing has been estimated at £273.60. This matter will be an agenda item at the November meeting of the Parish Council. 5.2 The Clerk's It is possible the Parish Council may be able to adopt the BT phone box in the village. This was considered some time ago but did not happen as the Borough Council were reluctant to allow phone boxes to be removed from service. The Clerk will research the current position and this matter will be an agenda item for the November Parish Council meeting. It was noted that the grass cutting schedule provided by the grass maintenance contractors has not been adhered to and there is uncertainty as to when cuts were undertaken during August. No scheduled cut took place on August 19th and it not known if the scheduled cut took place on August 5th. The contractors will be asked to provide job sheets before any further payment is made to them.	To research cost of fencing Clerk to investigate																		
6.	Accounts were presented and accepted for payment. Cheques for approval of payment <table><tr><td>SJ Scarrott (July/August)</td><td>£112.48</td></tr><tr><td>CGM (x2)</td><td>£230.00</td></tr><tr><td colspan="2"><i>(to be paid only when job sheets have been received and verified)</i></td></tr><tr><td>K & M Lighting (x2)</td><td>£32.78</td></tr><tr><td>Soundwave Marketing (website hosting)</td><td>£72.00</td></tr></table> Financial position @ July 31st 2013 <table><tr><td>Community Account Balance</td><td>£3297.22</td></tr><tr><td>Business Saver Account (1)</td><td>£687.10</td></tr><tr><td>Business Premium Account</td><td>£12271.01</td></tr><tr><td>Business Saver Account (2)</td><td>£0.36</td></tr></table> <u>Income</u> It was noted that a rebate of £11.64 has been received from the Parish Council's insurers as the Parish Council has signed up to a three year insurance contract.	SJ Scarrott (July/August)	£112.48	CGM (x2)	£230.00	<i>(to be paid only when job sheets have been received and verified)</i>		K & M Lighting (x2)	£32.78	Soundwave Marketing (website hosting)	£72.00	Community Account Balance	£3297.22	Business Saver Account (1)	£687.10	Business Premium Account	£12271.01	Business Saver Account (2)	£0.36	
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7.	Correspondence 7.1 BCKLWN poster re. Register Of Electors Annual Canvass. 7.2 Norfolk Association of Local Councils – Norfolk Link, weekly e-mail update etc. Councillors informed of upcoming events.																			
8.	No Planning applications received for consultation.																			

	<u>Local Development Framework</u> Councillors had considered the Borough Council's Local Development Framework Detailed Policies and Sites Plan prior to the Parish Council meeting. <i>The Borough Council adopted its planning Core Strategy in July 2011 which sets the overall pattern and scale of development in the Borough until 2026. The Council has now prepared a plan to identify specific development sites and detailed policies.</i> Comments regarding the Detailed Policies and Sites Plan document are currently invited. The consultation can be found on the Borough Council website www.west-norfolk.gov.uk Wretton is classed as a 'smaller village or hamlet' and as such does not have any specific site allocations or a development boundary. Only very limited development would be expected in the parish and the Council felt no need to comment on the document.	
9.	<u>Risk Assessment</u> Recent village inspection noted under item 4. And 5.1. Prior to the meeting Councillors had been provided with copies of risk assessment for Wretton Parish Council. The documents outlining the Council's risk assessment policy were duly accepted and adopted. The Parish Council has identified work that may need to be undertaken in and around the play area and this will be considered further at the November meeting of the Parish Council when quotes have been received.	
10.	<u>All Saints Church</u> It is hoped All Saints Church may in time be used as a Community Centre for the parish. Cllr J Reeve declared an interest in this matter as a member of the Parochial Church Council but he was able to update the Parish Council of the progress being made to improve facilities at All Saints Church. The driveway to the Church is to be reinstated and disabled access improved. Plans are also underway to install a water pipe to the Church and it is hoped toilets may eventually be provided. The Diocese is to provide an architects scheme for the proposed improvements. Wretton Parish Council is hopeful that some reserve money can be used to help finance the improvements at the Church if it can be classed as a Community Centre. To make it easier for the Council to assist the Church the Council could, in time, adopt the General Power of Competence which allows eligible Council's to do "anything a member of the public can do", as long as it is lawful to do so.	
11.	<u>Dog fouling</u> Some discussion took place regarding dog fouling by the river. A suggestion was made that a dog waste bin should be located on the bridge. Costs will be researched and this matter will be an agenda item for the November meeting of the Parish Council.	

12.	<u>Further Reports</u> • It was noted further fly tipping has occurred at Stoke Ferry Common. • Volunteers will be sought to form a working party to help trim Green Lane. A date will be set in October/November to undertake clearance work.	
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PUBLIC PARTICIPATION

- Reference was made to the encroachment of Lydia's Lane and the concern that to traverse this Right of Way it is necessary to walk in the ditch.
- A suggestion was made that the Parish Council might consider the provision of a wildlife area. This will be an agenda item for the November meeting of the Parish Council.

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