

MINUTES OF WRETTON PARISH COUNCIL MEETING
HELD AT THE CHURCH
MONDAY 7th NOVEMBER 2011

Present–

Cllr David Llewellyn - Chairman, Cllr Mick Peake, Cllr Mandy Peake, Cllr L Beatty, Cllr John Wyett, Cllr. John Reeve.

Borough Councillor C Sampson
 3 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 meeting held on 12/09/11 were agreed as a true record.</u>	
4.	<u>Matters Arising</u> • <u>Trees to commemorate the Queen's Diamond Jubilee</u> Cllr. Beatty presented Councillors with a map indicating suggested area where trees could be planted in the parish. Packs of trees can be obtained free of charge from the Woodland Trust and it was agreed Cllr. Beatty should apply for a woodland fuel mix pack. It was agreed in principal to plant trees at the suggested locations but permission would need to be sought from land owners and from Highways for any tree planting on the roadside verges. Cllrs. agreed to research this matter further. Volunteers will be needed to plant the trees and young trees may need stakes and protection so some cost could be incurred. Cllr. Sampson informed the Council that trees can be obtained through the Borough Council. • <u>Seat for Wretton Green to commemorate the Queen's Diamond Jubilee</u> Cllr. Wyett has looked into the cost of a stone seat for the Green. It is estimated a reconstituted stone seat would cost in the region of £400 to £500 but further quotes will be sought. There would be additional costs for a concrete base for the seat (estimated £150) plus engraving of the seat. The seat will replace the wooden seat by the village sign. It was suggested a recycled plastic seat could be considered rather than stone as a possible cheaper alternative. • <u>Padlock for Play Area</u> The Play Area gate is to be locked. As the grass cutting contractors need to be able to enter the area a key will be held by Cllr. Wyett and one will also be given to the grass cutting contractors. • <u>Annual Play Equipment Inspection Report</u> Cllr. Mick Peake has looked at recommendations on the report and those risks identified are noted as low risk. Cllr.	Cllrs Beatty, Reeve, Peake and Wyett to undertake further research. Cllr. Wyett to obtain further quotes.

	Peake will consider what work may need to be undertaken and report back to the Council if any cost will be incurred. • A sign stating 'No Ball Games' has been erected inside the Play Area.	
5.	<u>Chairman's Report</u> • Item 8 of the agenda is to include an update from the Chairman regarding the new Parish Council website. • Possible encroachment of a public Right of Way known as Lydia's Lane has been reported to the Parish Council. It appears that a fence adjacent to the footpath has been moved out and thus the width of the footpath has been narrowed. In places it is now very difficult to traverse the path without walking almost in the dyke. It was noted that the path has recently been cut but there is still a place where bushes need trimming back. This will be reported to the Countryside Access Team who will also be informed of the encroachment. <u>Clerk's Report</u> • One vacancy remains on the Parish Council for which a volunteer has now come forward. Co-option will be an agenda item for the January Parish Council meeting. • Highways and Norfolk County Council Rights of Way Officer, David Mills have both been approached again regarding the classification of Lime House Drove. David Mills has confirmed that Lime House Drove is a Restricted Byway (No. 4 Wretton and No. 14 Stoke Ferry). This gives the public the right to access it on foot, horseback, cycle or horse and carriage, but excludes public access with motorised vehicles. There may be private rights held by the owners of the land, which may give them and anyone they gave permission to, a private right to drive on the track. The first 50 metres are also registered as an Unclassified Country Road, so anyone can drive the first 50 metres. These are higher rights which override the Public Right of Way and consequently the surface of the first 50 metres is the responsibility of Highways to maintain. After 50 metres the Country Access Team is responsible for maintaining the Right of Way in a condition which allows the public rights to be exercised. Wear and tear resulting from the public use will be repaired but any damage caused by vehicular traffic remains the responsibility of the private rights holders (those causing the damage) to repair. • Padlocks have been purchased to allow the Parish Council notice boards to be locked. <u>Queen's Diamond Jubilee</u> • Discussed under item 4.	
7.	<u>Accounts were presented and accepted for payment.</u>	

	<u>Cheques for approval of payment</u> <table><tr><td>MHB Services x2</td><td>£33.20</td></tr><tr><td>SJ Scarrott (Sept/Oct.)</td><td>£112.38</td></tr><tr><td>BCKLWN (play equipment inspection)</td><td>£70.02</td></tr><tr><td>Royal British Legion Poppy Appeal</td><td>£17.00</td></tr><tr><td>Padlocks</td><td>£4.60</td></tr><tr><td>A1 signs</td><td>£10.00</td></tr><tr><td>CGM</td><td>£408.60</td></tr></table> <u>Financial position @ 31/10/11</u> <table><tr><td>Community Account Balance</td><td>£2825.66</td></tr><tr><td>Business Saver Account (1)</td><td>£686.48</td></tr><tr><td>Business Saver Account (2)</td><td>£12260.30</td></tr><tr><td>Business Saver Account (3)</td><td>£0.36</td></tr></table>	MHB Services x2	£33.20	SJ Scarrott (Sept/Oct.)	£112.38	BCKLWN (play equipment inspection)	£70.02	Royal British Legion Poppy Appeal	£17.00	Padlocks	£4.60	A1 signs	£10.00	CGM	£408.60	Community Account Balance	£2825.66	Business Saver Account (1)	£686.48	Business Saver Account (2)	£12260.30	Business Saver Account (3)	£0.36	
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8.	<u>Wretton Parish Council website</u> • The new Parish Council website is now visible to Councillors as a test site and suggestions as to the content of the website were requested. Soundwave Marketing is undertaking work for the Chairman through his company and an agreement has been made with them to construct the Parish Council website at no cost to Wretton Parish Council. The Parish Council will have content management and the website will be moved to a hosting provider who will supply full support. • The Chairman asked for photographs of the village to be supplied which could be shared on the website. • Photographs of Councillors and a short resume of members will be published on the website. • It is hoped the website will go live in the New Year and thus there is a need to publicise the new site to the village. • It was suggested a reminder should be posted on the website informing people that the recycling credits from the waste paper skip located by the bus shelter in the village goes towards maintenance of the village play equipment. • The Chairman was thanked for his efforts to establish a new website and for saving the Parish Council money through the arrangement agreed with Soundwave Marketing.																							
9.	<u>It was agreed the 2012 precept request should remain the same as 2011 at £3576</u>																							
10.	<u>Correspondence</u> 10.1 Norfolk Link etc, includes information regarding training (to be e-mailed to Councillors). 10.2 Queen's Diamond Jubilee Beacons booklet 10.3 Norfolk NRCC Signpost 10.4 Norfolk Association of Playing Fields 'The Playing Field'																							
11.	<u>No planning applications received for consultation.</u>																							

12.	<u>Maintenance of village paths</u> Discussed under item 5.	
13.	<u>Schedule of meetings for the forthcoming year</u> It was agreed future meetings of the Parish Council will take place on the first Monday of alternate months unless otherwise agreed. The January 2012 meeting will be held on January 9 th as the first Monday is a bank holiday. A calendar of meeting dates will be published on the website.	
14.	<u>Review of Standing Orders and Financial Regulations</u> Councillors were provided with copies of the model Standing Orders and Financial Regulations supplied by the National Association of Local Councils. Both will be considered at the January meeting when Councillors have reviewed the content.	
15.	<u>Reports from Councillors/items for the next agenda</u> 15.1 It was noted that the footpath at All Saints Place is still overgrown. This has been reported to Freebridge Housing previously and will be again.	

PUBLIC PARTICIPATION

- Members of the public voiced concerned regarding the issues of access along Lime House Drove. It was reported that Highways did arrive at Lime House Drove to dig out the gulleys but were unable to do so as a water pipe was discovered. Residents believe draining problems at the Drove entrance have been exasperated since the entrance was tarmaced. Highways need to find a resolution to the problems at the entrance to the Drove as it is impassable when wet.
It is felt a map is needed which identifies what land in the area is registered as Common Land as there is much confusion at present. Highways are still investigating the designation of parts of the Drove. It was requested that a history of problems relating to the Drove should be compiled and that the matter should be an agenda item for the January meeting of the Parish Council.
- A complaint was made that a loud noise seems to emanate from the British Sugar factory at Wissington each night at around 1am and continues to 4am. Investigation will be made regarding the origins of the noise.

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