

DRAFT UNTIL SIGNED

Wretton Parish Council

Minutes of the Extraordinary Parish Council meeting
held on Monday 17th June 2024, at 7.30pm in All Saints' Church

1. To record the names of those present

Cllr G Atling – Chair, Cllr K Smith – Vice Chair, Cllr P Garnett, Cllr D Lister,
Cllr M Cann and Cllr M Peake.

Cllr S Lintern – Borough Councillor
G Robinson – Clerk and RFO

2. To consider accepting apologies for absence

It was **resolved** to accept apologies from Cllr H Hogan and Cllr M Storey.

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

There were no declarations of interest declared.

4. To approve the minutes of the Annual Parish Council meeting held on Monday 13 May 2024 and to consider any matters arising from this meeting

It was noted that the Clerk had not circulated these in enough time prior to the meeting for Councillors to sufficiently consider. It was **resolved** they would be considered at the next meeting.

5. To approve the minutes of the Annual Parish Assembly meeting held on Monday 20 May 2024

It was noted that the Clerk had not circulated these in enough time prior to the meeting for Councillors to sufficiently consider. It was **resolved** they would be considered at the next meeting.

6. To allow Public participation – to include information from developers, Police representatives or any other person invited to speak – 15 minutes (5 minutes per person)

There were no members of the public present.

7. To receive current financial update and authorise payments

7.1 To receive bank account balances as at 30th April 2024

Business Current Account	£10,258.96
Business Savings Account	£3,518.53

7.2 To receive details of income received

None

It was **resolved** to add Cllr Atling and Cllr Smith as bank signatories to the UTB account.

Action: Clerk

DRAFT UNTIL SIGNED

7.3 To resolve to approve payments made prior to the meeting, considered via email

It was **resolved** to approve the payments made by the Clerk prior to the meeting, with details circulated via email.

HHA (Inv No 10189)	£671.40
NorfolkALC (Inv No 1686)	£158.88
Clear Insurance	£393.79
K&M Lighting	£28.48

Cllr H Hogan arrived at 7.45pm.

7.4 To consider the recommended payments

It was **resolved** to transfer funds from Barclays to UTB. It was agreed that a sum of £5000.00 would be transferred.

It was **resolved** to make the following payments:

Nurture Group (Inv No 349084)	£99.98
J Raby (Internal Audit)	£50.00
G Robinson (stamps)	£28.10
N Power (IN10140413)	£219.14
Cllr Atling (printing, D-Day leaflets)	£25.50

Councillors discussed the grounds maintenance contract, in particular the small section of land in front of 36/37 Church Road which is overgrown and needs attention. The tree on the land has low growing branches and is hindering access. This area is to be added to Nurture Landscapes Limited scope of work. Clerk to have a look at the previous contract details to ascertain if it was previously covered.

Action: Clerk

It was agreed for Cllr Cann to raise the crown of the tree and undertake a grass cut at the weekend.

Action: Cllr Cann

7.5 To consider and approve Form 2 AGAR documents in order defined within the document and accompanying information due to return to the External Auditor. The Accounting Statements (Section 2) are have been prepared and signed by the RFO prior to the meeting

a. The Annual Internal Audit Report is received and noted

It was noted that the Annual Internal Audit Report was received and noted.

b. The Annual Governance Statement (Section 1) is approved

It was **resolved** to answer positively to all statements.

c. The Annual Statements (Section 2) are approved

It was **resolved** to approve the Annual Statements

d. The Certificate of Exemption is approved

DRAFT UNTIL SIGNED

It was **resolved** that the Parish Council should certify exempt from submitting an AGAR to the external auditor.

e. Set public rights of inspection

It was resolved to set the date from 19 June 2024 to 22 July 2024

7.6 To consider Grounds Maintenance way forward

It was **resolved** that the Clerk should cancel the current contract with HHA with immediate effect.

Action: Clerk

8. To consider Planning matters

8.1 Applications

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. 24/01036/F - Removal of Condition 5 attached to 2/81/1842/O: Site for erection of dwelling at Orchard Lodge Wretton Fruit Farm West Dereham Road Wretton King's Lynn Norfolk – No comment.**

8.2 Decisions

None.

8.3 Address notification

None.

8.4 Correspondence

- 17/01856/VAR1B Modification of planning obligation, reference LC/S106/18/08 related to planning application 17/01856/O**

Clover club – Cllr Atling noted that she has spoken to Clarie Dorgan (planning), regarding the S106 modification on the above development. Borough Council and County Council legal teams are involved. The developer has asked to renegotiate the S106 agreement. Planning does not feel there is a need to renegotiate. Cllr Smith and Cllr Atling to write to planning regarding this issue. It was agreed that this can go on Facebook to make people aware that this is happening.

Permission has been granted for the King's picture to be put up in the church - this was noted.

9. Any further reports – for information only

CIL grant application is open from 1 July 2024.

Councillors discussed the lease for the playground.

Clerk to find the playground lease and share with everyone

Action: Clerk

Gabion bench – it was agreed to set the date of 13 July to install the Gabion bench.

Borough Council community grant is open again. Councillors felt they would like to make another application.

10. Date and time of next meeting – Monday 1 July 2024 at 7.30pm

Councillors noted the date of the next meeting.