

Wretton Parish Council
Minutes of the Ordinary Parish Council meeting held on
Monday 2nd September 2024, at 7.30pm at All Saints' Church

1. To record the names of those present

Cllr G Atling - Chair, Cllr K Smith - Vice Chair, Cllr M Peake, Cllr P Garnett, Cllr M Cann, Cllr H Hogan and Cllr D Lister

Cllr S Lintern – Borough Councillor

Cllr M Storey – County Councillor

1 member of the public present.

The minutes are recorded by Cllr K Smith - no voting rights were permitted by Cllr K Smith during the meeting.

2. To consider accepting apologies for absence

No apologies received.

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

Cllr G Atling declared an interest in section 8.3 relating to payments for consideration.

4. To approve the minutes of the Extraordinary Parish Meeting held on 17th June 2024 the Ordinary Parish Meeting held on 1st July 2024 and the Ordinary Parish Council Meeting held on 22 July 2024 and to consider any matters arising from these meetings

The minutes were approved by all Councillors.

The Bench for the Hollow has been purchased by the 'Hole in the Green Gang' with Councillor grant funds kindly provided by Cllr S Lintern.

Highways matters - A meeting was arranged on 21st August with Cllr M Storey in attendance with Andrew Wallace and Cllrs G Atling and K Smith.

The lease for the Playground is only until 2028, an extension will need to be progressed to secure any future funding.

CIL funding was not progressed due to lack of time.

The meeting with Nuture Landscapes Ltd is still to be arranged.

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

A Parishioner highlighted access problems with Byways **RB6** and **RB10**. They are now impassable. Liz Appleton at Norfolk County Council has been contacted. Cllr M Storey is going to look into this matter.

Cllr S Lintern is going to forward the contact details for the Community Payback Scheme.

Cllr H Hogan is going to contact David Mills (Countryside Access Officer).

Action: Cllr S Lintern, Cllr H Hogan

6. To receive reports from Borough and/or County Councillors

Cllr S Lintern -

Local Councils have been informed about Major Modifications to the Local Plan. Wretton is considered a tier 5 category. The consultation ends on 2nd October.

Police & Crime Plan Consultation has been launched; the consultation will run until 1st November.
Go Green Funding - West Norfolk, application deadline 15th November.
Unity Bank Impact grant - applications close 30th September.

Cllr M Storey -

The new Norfolk Leader Cllr Kay Mason Billig has asked for input from Councillors.
Million Trees for Norfolk project is on target. 500,000 trees have been planted thus far.
Norwich Western Link application is still undetermined.
Norfolk County deal - 20 million investment fund to spend each year.
Cllr M Storey is fully aware of the ongoing drainage issues in Wretton.

7. Reports to include any updates from previous meetings

7.1. To receive Chair's report

Approval was received from Andrew Wallace for two new positions for the SAM signs. Thanks were given to Cllr M Cann for assisting with the move. A meeting was held with Highways and Cllr M Storey. The following items were discussed; Gully cleanse scheduled for September/October. The 30mph speed reduction on Low Road is awaiting a legal order for approval. HGV signage on Cromer Lane and Chequers Road is being addressed by Highways. Request for a new Bus Stop for the 88 route has been emailed to R Pratt by Cllr K Smith. Highways have been made aware that there are issues with overgrown verges between Wretton and Stoke Ferry. Flooding issues in Limehouse Drove - Cllr M Storey is hopeful that he can use his funding to help with a scheme that is being planned by Highways. The Household Support fund is progressing well, vouchers have been well distributed within the Village. Thanks given to Cllrs, H Hogan, G Atling, D Lister and K Smith for assisting with this.
Yard sale - Cllr D Litster had low interest from resident responses on Facebook, we will revisit the idea next year.

7.2. To receive Clerks report

Unity Bank - Forms require signatures to remove the previous Clerk from the account and to update the key contact details. All Councillors agreed.

8. To receive current financial update and authorise payments

8.1 To receive bank account balances

• Barclays as at 29 August 2024

Business Current Account	£2512.90
Business Savings Account	£3531.69

• UTB

£4725.43

8.2 To receive details of income received

Waste Paper Bank	£79.48
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8.3 To consider the recommended payments

Cllr Gabby Atling	Ink Replacement Service	£3.99
Cllr Gabby Atling	A4 Paper	£4.20
Cllr Gabby Atling	Limetree Printing (HSF Leaflets)	£29.75
Nurture Landscapes Ltd	Invoice Number 350196	£432.79
K&M lighting	Invoice Number 8840	£7.39
Nurture Landscapes Ltd	Invoice Number 348765 Paid Unity BACS 24/7/24 For ratification purposes only	£770.81
Cllr Gabby Atling	Ink Replacement Service	£13.99

All Councillors agreed with the recommended payments. Payments to be made from the Unity Trust Bank Account.

9. To agree new Account Management matters with Unity Bank

Forms require signatures to set up the new Account Manager with Unity Bank.

10. To consider Budget/ Precept Setting

Budget and Precept setting is required for approval in November.

Cllr G Atling has been reviewing areas requiring new quotes, such as Grounds Maintenance, Electricity supply and Insurance. Councillors discussed where savings could be made. Agenda item for November.

11. To consider Planning matters

11.1 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 portal for up-to-date information.

24/01382/F Construction of domestic garage, Oak End, Field Lane, Wretton PE339QT
After Discussion there were no comments to record from the Parish Council.

11.2 Decisions

24/00007/REF Proposed detached dwelling and garage, land SW of The Coach House, Low Road, Wretton - **Appeal Allowed**

17/01856/VAR1B - Modification of planning obligation, ref LC/S106/18/08 related to planning application 17/01856/O. Clover Social Club, Low Road, Wretton PE339QN - **Application Refused**

11.3 Address notification None to consider.

11.4 Correspondence None to consider.

12. To receive general correspondence via email during the month and consider any further actions required

A parishioner had emailed the Clerk regarding grounds maintenance at the rear of All Saints Place. The Clerk has responded and directed the parishioner to the Borough Council.

A parishioner had emailed the Clerk regarding a new Request Bus stop for the 88 Bus route along

Lynn Road. Cllr K Smith has emailed Mr R Pratt with the request.

A parishioner had emailed the Clerk regarding overgrown restricted Byways RB6 and RB10 - this was discussed earlier in the meeting. Cllr M Storey to progress this.

Action: Cllr M Storey

13. To consider Grass Cutting arrangements of the Churchyard

A meeting had been arranged on 19th August. Unfortunately, key members were unable to attend so it was decided to reschedule the meeting for a Monday evening in September.

Action: Cllr G Atling

14. To consider extending McAfee subscription which has expired on Clerk's Laptop

Cllr G Atling has explored the cost of renewal. It was decided to explore the free option with AVG or another suitable free of charge option.

Action: Cllr G Atling

15. To consider ongoing monitoring of the Defibrillator

15.1 Parishioner Si Hilton is now responsible for the caretaking of the Defibrillator in the Village. The Parish Council would like to thank Si Hilton for taking this on. It was noted that Cllr M Cann holds the access code for the defibrillator.

15.2 The purchase of an additional set of Electrode pads was discussed at a cost of £80.28 (including VAT and shipping). It was decided that a spare set was necessary to ensure that the defibrillator is always available should it be needed. All Councillors agreed to the purchase of a spare set. It was noted that the recent income from the Paper Bank would fund the purchase. Cllr G Atling to place the order.

Action: Cllr G Atling

16. To consider First Aid training by the East Anglia Air Ambulance to be held in Stoke Ferry Village Hall.

This event is being organised by Stoke Ferry Parish Council; they have kindly extended the offer for any Wretton Parish Councillors to attend. Cllr Janet Taylor from Stoke Ferry Parish Council will be contacted with a list of those interested and to establish if it would be possible to arrange a similar event for Parishioners in Wretton in the future.

Action: Cllr G Atling

17. To consider SAM Signs

Si Hilton has kindly offered to look after the two SAM signs in the Village. Cllr G Atling has already had approval from Highways that this responsibility does not need to be provided by a Parish Councillor. All Councillors were in agreement and would like to thank Mr Hilton for taking on this role.

18. To consider donation to the Royal British Legion for a Wreath for Remembrance Sunday

It was agreed by all Councillors to purchase a wreath for Remembrance Sunday. The cost is in the region of £20 (based on last year's donation). Cllr D Lister to make an order with the Downham Market contact and collect the Wreath when ready.

Action: Cllr D Lister

19. To consider arrangements for Christmas

It was agreed by all Councillors that a maximum budget of £100 be set aside for Christmas in Wretton.

20. Wretton Parish Council would like to kindly thank Stuart Atling for the refurbishment of the Parish Council Notice Board by the Phone box and for keeping the area around the Paper Bank and Notice Board to the side of the Bus Shelter in a manageable state.

21. To consider retrieving Parish Council documentation from previous Chairman.

This was discussed. Cllr M. Cann is going to liaise with the previous Chairman. Cllr G Atling

is happy to look after the paperwork until a decision is made where long term storage will be.

Action: Cllr M Cann

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

There were no further comments.

23. To receive items for next meeting's agenda

To set the budget/precept.

24. Any further reports – for information only

Cllr M Peake commented on the state of the overgrown verge (path side) on Low road. Cllr K Smith commented that Highways had been made aware at a meeting on August 21st. Cllr M Storey said he will look into this matter.

Action: Cllr M Storey

Cllr D Lister also commented on an overgrown tree that requires cutting back in Church Road that appears to be causing visibility issues for drivers. It is thought that due to its location this is a Highways issue. Cllr D Lister to provide Cllr M Storey with the location.

Action: Cllr D Lister

25. Date and time of next meeting – Monday 4th November 2024 at 7.30pm

Councillors duly noted the date of the next meeting.

Meeting closed at 9.03pm

26. 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) - moved to confidential items.

26.1 To consider appointment of new Clerk

Cllr G Atling discussed a potential candidate that was interviewed on Thursday 29th August 2024. It was agreed by all Councillors to offer the position to the candidate. Cllr K Smith to make contact and offer the position. Contract to be updated by Cllr G Atling

Action: Cllr K Smith, Cllr G Atling