

**Minutes of the Ordinary Meeting of Wretton Parish Council held on
Monday 3 March 2025 at 7.30pm in All Saints' Church.**

Present: Cllrs Gabby Atling (Chair), Karen Smith (Vice Chair), Martyn Cann, Peter Garnett, Mick Peake, Debbie Lister

Members of the public: 2, including County Councillor Martin Storey and Borough Councillor Sue Lintern

Parish Clerk & RFO: Ms Jo Lloyd

1. Apologies for absence.

Apologies were accepted for Cllr Holly Hogan.

2. Declarations of interest.

None.

3. Minutes

The minutes of the Parish Council Meeting held on 6 January 2025 were APPROVED as a true and correct record and signed by the Chair.

4. Matters Arising

None.

5. Public participation

5.1 County Councillor Martin Storey reported on the recently approved budget which will involve some cuts. There will be an overall 4.99% increase in council tax, which is made up of a 2.99% increase in general council tax plus 2% Adult Social Care precept. Public consultations were considered.

The Devolution Programme is taking a considerable amount of Council time.

There are grants available on the County Council website.

The 1 Million Trees project is half way there. Oak trees are available for planting.

Dangerous lithium batteries and chargers have been removed from sale. The website has information on how to identify unsafe batteries and how to report to Trading Standards (norfolk.gov.uk/lithiumbatteries).

5.2 Borough Councillor Sue Lintern spoke about the Devolution Priority Programme. Public consultation on gov.uk closes on April 13th. Comments are wanted, positive or negative. KLWNBC is talking with other district councils, in particular North Norfolk and Breckland, and feel it might be preferable to have 2 unitary authorities rather than 1. There will be a briefing on the subject for Parish Councils on 17 March at Kings Lynn Town Hall.

The local plan has been published on KLWNBC website and approved by inspectors. It will be adopted on 27th March.

The budget is approved for 25/26, there are savings without cutting services but using internal efficiencies. The budget is expected to stay balanced.

6. Reports to include any updates from previous meetings

6.1 Chair's Report

The Chair expressed her thanks to Cllr Peter Garnett for clearing the hedges in the graveyard.

6.2 Clerk's Report

None.

7. Finance

7.1 A budget of £70 was APPROVED for the purchase of a mobile phone for the use of the Clerk. All except Cllr Peake were in favour.

- 7.2 It was AGREED to add the new Clerk to the Unity bank account, to be able to view and submit payments.
- 7.3 Cllr Cann will check that the balance of the Barclays Bank accounts is now zero, and will check online for the missing statements.
- 7.4 The 2025/26 quote for NPTS has not yet been received.
- 7.5 A bank reconciliation was not possible as there are historic Barclays bank statement still missing, and the new Clerk cannot yet access Unity Bank for the latest statements.
- 7.6 It was RESOLVED to make the following payments:

Company	Description		Net	Vat	Gross
L Dawson Month 11	Staff Costs inc expenses		£245.28		
J Lloyd Months 12 and 1	Staff costs inc expenses		TBC		
K&M Lighting	8896 Streetlight maintenance 01/09/24 – 30/09/24		£6.16	£1.23	£7.39
K&M Lighting	9230 Streetlight maintenance 01/03/25 – 31/03/25		£6.16	£1.23	£7.39

- 7.7 The budget/expenditure review 24/25 was RECEIVED.

8. Admin

- 8.1 Planning Policy. This was considered and it was AGREED to review this further before approving. Councillors would like it to contain clear direction on how to formulate a planning response, and how to manage this if a response is needed to an application between Council meetings. Cllr Sue Lintern suggested that whether this is done via email or at an extraordinary meeting might depend on whether there is a consensus. The policy will be reconsidered at the next meeting.
- 8.2 Document Retention Policy will be considered at the next meeting.
- 8.3 Internal Controls Policy will be considered at the next meeting.
- 8.4 Operational Risk Assessment will be considered at the next meeting.

9. Correspondence

- 9.1 An email from KLWNBC was NOTED, stating that the parish precept 25/26 will be made in two instalments.
- 9.2 An email from a parishioner regarding a resolution to overgrown RB11 leading onto RB6 following onto RB10 was NOTED. The Parish Council would like to thank Cllr Peter Garnett and Steve Bitson for helping to clear the byway of vegetation.

10. Village Matters

- 10.1 VE Day celebrations were discussed, including the possibility of a picnic on the Green to be led by community interest. Clerk to check that the Public Liability Insurance covers the Village Green. Councillors will discuss and put the suggestion on Facebook. Date for a celebration AGREED as Sun 11th May, lunchtime to afternoon.
- 10.2 There was no update on Community Payback projects.
- 10.3 The Play Area land was discussed. One quote for valuation has been received but is high. Clerk to seek alternative valuers, Cllr Martin Storey suggested asking Marcus Hawkins. Legal costs would also have to be considered. Cllr Peake suggested that the Jane Forby charity could

purchase the land and rent it to the Parish Council. Councillors discussed the benefit of buying verses renting. Cllr Peake said that if an offer of £5000 was accepted for the land, he would kindly donate it to the Village.

11. Planning matters

11.1 Applications

11.1.1 Ratify agreed response to planning application 25/00055/F

Cllr Peake declared an interest as he is a neighbour of the applicant. He has not commented on the application. A response has been sent.

11.2 Decisions

None.

12. Highways

12.1 Grass-cutting quote amendments were considered and APPROVED. Clerk to action.

12.2 Streetlighting maintenance contract from K&M Lighting Services was considered and it was AGREED to accept the 3 year quote. Clerk to action.

12.3 Current bus stop relocation. No update / response from Robert Pratt, Cllr Smith will chase.

12.4 An email from Andy Wallace re extending the 30mph speed limit on Low Road was NOTED.

12.5 A road closure on Field Lane between 11-14 March was NOTED. Cllr Atling has added this info to the notice board and website.

13. Public participation

None.

14. Items for next meeting's agenda

14.1 To consider and approve NPTS quote.

14.2 To consider and approve policy documents.

14.3 To receive update on CP projects.

14.4 To consider new Wretton signs at entrance to the Village.

14.5 To consider a Village litter pick.

15. The date and time of next meetings

15.1 Monday 12th May 2025 (Annual Parish Council meeting & Annual Parish Assembly) and Monday 7th July 2025.

It was resolved 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)

16. Staffing Matters

16.1 It was RESOLVED to appoint Jo Lloyd as Parish Clerk and RFO, and terms of employment were APPROVED.