

**Minutes of the Ordinary Meeting of Wretton Parish Council held on
Monday 7 July 2025 at 7.30pm in All Saints' Church.**

Present: Cllrs Martyn Cann (Chair), Karen Smith (Vice Chair), Peter Garnett, Mick Peake, Debbie Lister, Holly Hogan, Steve Randall (after item 5)

Members of the public: County Councillor Martin Storey

Parish Clerk & RFO: Ms Jo Lloyd

1. Apologies for absence.

Apologies were accepted for Borough Councillor Sue Lintern.

2. Declarations of interest.

None.

3. Minutes

The minutes of the Annual Parish Council Meeting held on 12 May 2025 were approved as a true and correct record and signed by the Chair.

4. Matters Arising

None.

5. To consider co-option

Steve Randall was co-opted onto the Parish Council, with all Councillors agreeing, and signed the declaration before joining the meeting.

6. Public participation

6.1 Update from County Councillor Martin Storey

Norfolk Community Fund: This is a new fund which individuals and groups can apply for, any items over £500 must be 50% community funded. The NCC website has more information.

[Norfolk Community Fund - Norfolk County Council](#)

Local Government reorganisation: NCC favour a single Unitary Authority for cost-saving reasons. Cllr Storey reported that BCKLWN are running a survey on their website and recommends that people have their say.

Highways: Cllr Storey explained how utility companies have the right to undertake work which can disrupt the public highway and NCC have limited control over this, but do hold the companies accountable for non-compliant roadworks, permit breaches, over running works.

NCC environmental achievements: NCC buildings use 100% renewable electricity, streetlights have been converted to LED and there is an aim to increase rooftop solar panels. 600,000 trees have been planted as part of the 1 million trees initiative. Electric buses save CO² and improve air quality.

6.2 Borough Councillor Sue Lintern sent her apologies.

6.3 Public - none

7. Reports to include any updates from previous meetings

7.1 Chair's Report

Cllr Cann said he is conscious of the increase in spend on dog bin emptying and stressed the need for closely monitoring the budget.

7.2 Clerk's Report

7.2.1 The Clerk explained that from the end of March 2026 it would be a requirement for Parish Councils to have a Council owned domain for the website and Clerk email. Wretton Parish Council website already complies with this. The Clerk will look into options for changing the email address. The Parish Council can consider whether to update Councillor email addresses.

7.2.2 The VAT for 2022 has now been reclaimed. The Parish Council have a new VAT relief number and the Clerk can continue with the VAT reclaims for 23-24 and 24-25.

7.2.3 The Parish Council have been informed by MW White that the Paper Bank will be

removed, as it is no longer cost-effective for them to collect. Residents have been informed via Facebook. The Clerk will ask them to remove it as soon as possible, so the area can be tidied.

8. Finance

8.1 A bank reconciliation was received and signed by the Chair.

8.2 The following income details were received:

BCKLWN	Precept (50%)	5577.00
BCKLWN	CIL	13.31
Ward Gethin Archer	Refund (from 2023)	20.00
HMRC	VAT refund	702.16

8.3 The following payments were approved:

Company	Description	Net	Vat	Gross
J Lloyd	Reimburse for Tesco Mobile phone	47.99	12.00	£59.99
J Lloyd	Reimburse for Tesco Mobile voucher	10.00	-	10.00
D Lister	Reimburse for VE Day flags	£18.31	£3.66	£21.97
Norfolk PTS	Subscription for 1 month	£15.00	£3.00	£18.00
The Horticulture Industry Scheme	Grass cutting	£875	-	£875
Zurich Insurance	Annual insurance	437.00	-	437.00
Fenland Leisure Products	Toddler swing seats	270.00	45.00	225.00
Unity Bank	Service charge	6.00	-	6.00
K&M Lighting	9399 Streetlight Maintenance	7.39	1.23	6.16
West Norfolk Web Design	Website hosting 2023 and 2024	132.00	22.00	110.00
BCKLWN	Dog bin emptying instalment 1	175.76	29.29	146.47
BCKLWN	Dog bin emptying instalment 2	175.76	29.29	146.47
J Lloyd	Month 3 payroll	253.06	-	253.06
K&M Lighting	9452 Streetlight maintenance	7.39	1.23	6.16

8.4 A budget/expenditure review for the first quarter of 25/26 was received.

8.5 Three quotes were considered for the annual play area inspection. It was resolved to appoint Wicksteed.

9. Admin

9.1 Councillors resolved to adopt the Planning Protocol circulated before the meeting.

9.2 Standing Orders were reviewed, noting 2025 updates to NALC model Standing Orders. Cllr Smith suggested some amendments which will be circulated to the other Cllrs for approval.

9.3 It was resolved to review the Financial Regulations at the next Parish Council meeting in September.

10. Correspondence

10.1 The following correspondence was noted:

10.1.1 A card was received from the Parochial Church Council thanking the Parish Council for organising the VE Day celebrations and for the donations these raised for All Saints Church and the Royal British Legion.

10.1.2 An email was received from NCC regarding a Bus Shelter Grant Scheme. Councillors discussed applying for funding for a bench for the existing bus shelter. Cllr Hogan and the Clerk will look into this. The application deadline is 31st October.

10.1.3 An email was received from BCKLWN regarding the Future Norfolk survey on Local Government reorganisation. The Clerk will post a link to the survey on the website and Facebook. [Future Norfolk - Future Norfolk](#)

11. Village Matters

11.1 Wretton signs: Cllr Smith has been looking into costings for signs at the entrances to the Village. Cllr Smith and Cllr Randall will look for some quotes before the next meeting in September where this will be discussed further.

11.2 King's Portrait: It was noted that the PCC has received the Faculty for hanging the King's Portrait which must be done by the end of July. Cllr Cann will action.

11.3 Defibrillator/CPR training: Cllrs discussed organising defibrillator and CPR training through the Air Ambulance charity. Cllr Smith will post on Facebook to see how much interest there is in the Village and will check the availability of the training.

11.4 Play area:

11.4.1 An annual inspection through Wicksteed was approved for 2025. ROSPA will be considered for 2026 as they offer a good discount if booked before June. Clerk to action.

11.4.2 The clerk had circulated an option for basic training in routine inspections for the play area, through Community Action Norfolk. Cllrs resolved that this was not necessary and noted that one Cllr has had previous training in play area inspections through ROSPA.

11.4.3 The Clerk updated Cllrs that there has still been no success in finding someone to value the land, but she will continue to pursue this. Cllrs discussed the options of buying the land versus renting. The Clerk will check with the land owner whether they are still willing to sell, and will begin to research options for financing any purchase.

12. Planning matters

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.

12.1 **Applications** None.

12.2 **Decisions** None.

13. Highways

13.1 Bus stop location on Low Road: Cllr Storey has discussed with NCC Public Transport Development Officer but no update has been received. Clerk to contact him to pursue this.

13.2 Other highways updates:

13.2.1 Cllr Storey was asked to chase BCKLWN Highways Officer re. flooding on Limehouse Drove.

13.2.2 Cllr Peake raised the issue of a missing Passing Place sign on Wretton Fen Drove which is leading to the area being used as a layby. The Clerk will report this.

14. To receive items for next meeting's agenda

14.1 Ongoing matters and items deferred above.

15. The next meetings were agreed as Monday 1st September and Monday 10th November.

Meeting closed at 21.19