

**Minutes of the Ordinary Meeting of Wretton Parish Council held on
Monday 1 September 2025 at 7.30pm in All Saints' Church.**

Present: Cllrs Martyn Cann (Chair), Karen Smith (Vice Chair), Mick Peake, Debbie Lister, Holly Hogan

In attendance: County Councillor Martin Storey

Members of the public: 1

Parish Clerk & RFO: Ms Jo Lloyd

1. Tribute to Cllr Peter Garnett:

Cllr Cann opened the meeting and noted the sad news that Cllr Peter Garnett had died. Cllrs paid tribute to Cllr Garnett and discussed how much he would be missed by the Parish Council and the village of Wretton.

2. Apologies for absence:

Apologies were accepted from Cllr Steve Randall and Borough Cllr Sue Lintern.

3. Declarations of interest:

None.

4. Minutes:

The minutes of the Parish Council Meeting held on 7 July 2025 were approved as a true and correct record and signed by the Chair.

5. Matters Arising:

5.1 Cllrs noted that the Portrait of the King is now hanging in Church, and expressed their thanks to Cllr Cann.

6. Public participation:

6.1 Members of the public:

A parishioner attended to ask permission to install a Memorial Bench on the Village Green, in memory of Cllr Garnett. Cllr Garnett's nephews have offered a "banana bench" from his patio. Cllr Smith suggested this could replace one of the existing benches which is old, but that it could be positioned a little further away from the tree canopy. Councillors agreed in principle to this suggestion and discussed how the bench could be fixed to the ground, and what funds would be needed for the fixings and a plaque. The parishioner will ask for donations on the Village Facebook page towards this cost.

6.2 Update from County Councillor Martin Storey:

C.Cllr Storey began by expressing his sadness on the news about Cllr Garnett and noting his contribution to Wretton, saying it was clear that he had the interests of the Parish at his heart. He also remembered how Cllr Garnett always made people, and especially new visitors, feel welcome at meetings.

He then updated Cllrs on Local Government reorganisation and NCC's intention to support the option of a single unitary authority. Feedback will be given to Government on 26th September. He encouraged people in Norfolk to have their say on this issue, which will influence how we will be governed in the future.

C.Cllr Storey talked about funding opportunities from NCC, including up to £5000 for local community schemes and funding for the development of Market Towns. C.Cllrs also have budgets for small highways improvement schemes.

NCC has been recognised as a top performing authority for climate action measures by Climate emergency UK, reaching 3rd in their table of all UK authorities and 1st in Norfolk.

The Norwich Western Link has had some delays but is moving forward.

6.3 Borough Councillor Sue Lintern

B.Cllr Sue Lintern was unable to attend, but passed on a message via the Clerk to remind Cllrs about the Town and Parish Council Briefing on Local Government reorganisation, taking place on 11th September.

7. Reports to include any updates from previous meetings:

7.1 Chair's Report

7.1.1 Bus shelter: Cllr Cann reported on the overgrown area near the bus shelter. The paper bank has been removed and Cllr Cann has cut some undergrowth back, but will return to cut the grass.

7.1.2 Flooding and Drainage: Cllr Cann expressed concern that after several months of no rain, there might soon be flooding issues in several areas of the village including Limehouse Drove and Low Road. He noted that nothing has been done since this was raised before, and there has been no communication from NCC Highways Department. Cllrs understood that the Highways design team were going to produce a plan. C.Cllr Storey offered to contact Highways again. It was noted that some areas are the responsibility of the landowners.

7.2 Clerk's Report

7.2.1 Parish Council emails: The Clerk now has access to the old clerk@wretton.org.uk email address. It is receiving a lot of spam emails, but this will be monitored with a view to possibly using this address again to comply with the new Agar regulations (Assertion 10.)

7.2.2 VAT126 reclaims: The Clerk now has access to the old Government Gateway account so can use this to complete VAT126 claims. A claim has been completed for financial year 23/24.

8. Finance

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

8.2 It was noted that the Parish Council have received a VAT126 refund of £1852.77 for the period January 2023 – March 2024.

8.3 The following payments were approved:

Company	Description	Net	Vat	Gross
BCKLWN	Dog bin emptying instalment 3	146.47	29.29	175.76
J Lloyd	Month 4 payroll	253.06		253.06
Unity bank	Service charge	6.00		6.00
K&M Lighting	Street light maintenance inv 9506	6.16	1.23	7.39
NALC	Membership fee	160.25		160.25
BCKLWN	Dog bin emptying instalment 4	146.47	29.29	175.76
J Lloyd	Month 5 payroll	253.06		253.06
The Horticulture Industry Scheme	Grass cutting	1458.35		1458.35

8.4 It was resolved to remove Lolly Dawson, Gabby Atling and Peter Garnett from the Unity Bank mandate, and the form was signed by Cllrs Cann, Smith and Peake.

8.5 It was agreed to approve the purchase of a poppy wreath costing £20, with a possible cost of £5 postage if ordered online. The Clerk will purchase.

8.6 It was noted that there has been a Local Government Pay Award (2025) increasing the Clerk's hourly rate by 3.2%, back dated to April 2025. Cllrs agreed to approve this pay rise.

9. Admin

9.1 Councillors resolved to approve the 2025 Standing Orders, all in favour.

10. Correspondence

10.1 An email was received from a parishioner regarding the request for a bus stop at the junction of Field Lane and Lynn Road, which NCC Highways have said is not a suitable location. The parishioner is liaising with C.Cllr Martin Storey, and the Parish Council have noted their wish to pursue the matter.

10.2 An email was noted from a parishioner regarding the play area and plans for improvement. Cllrs resolved to remove a damaged bench, and discussed purchasing some "Wet and Forget" to remove lichen from the wooden equipment. This is thought to be more suitable than jet-washing which can cause splintering.

10.3 An email was noted from PR Bowers & Son Funerals informing the Parish Council that donations from Cllr Garnett's funeral were being given for the Play Area Project.

10.4 It was noted that Npower have issued a credit note for the financial year 23/24, but have reissued the invoice with a small correction leaving a balance of £1.59 to pay.

11. Village Matters

11.1 **Bus shelter refurbishment:** Cllrs agreed to apply for NCC funding to purchase a bench for the bus shelter, with the Parish Council paying 20%. Cllrs received details and costings for 6 designs and agreed on a bench seat from Barriers Direct costing £385.85 (20% payable by the Parish Council £77.17.) Cllr Cann will arrange to fix the bench to the ground. Cllrs also discussed the purchase of masonry paint to paint the interior of the bus shelter.

11.2 **New Wretton signs at entrance to village:** Cllr Smith had a quote from Limelight Signs for £147.02. A decision on whether to go ahead was deferred to November, and Cllr Randall will see if he can find an alternative quote.

11.3 **Defibrillator / CPR training:** Cllr Smith suggested a Saturday would be the best day for this. Cllrs Smith and Lister will look at interest and possible dates. Cllr Smith suggested a donation should be made to the Air Ambulance Charity if the Village holds a training session provided by them.

11.4 Play area:

11.4.1 Cllrs discussed routine inspections of the play area, which all agreed should be recorded. Cllr Randall has offered to make an electronic form which other Cllrs thought was a good idea.

11.4.2 A second quote for land valuation has been received from Landles, of £500 plus VAT. The Clerk has contacted the estate agent to ask whether the landowner is still willing to sell the land, and Cllr Hogan has chased this up.

12. Planning matters

12.1 Applications

- 12.1.1 25/01222/RM Demolition of existing agricultural building to create 2 no. dwellings. at Agricultural Building S of Oak Farm, Chequers Road: Cllrs ratified the response sent by the Clerk supporting the application with comments re. asbestos disposal, safety of retaining wall and traffic management.
- 12.1.2 25/01381/LDE Seeking formal confirmation of non-compliance of agricultural occupancy condition relating to the property at Wretton Fruit Farm, West Dereham Road: It was noted that the PC have not yet been consulted.

12.2 Decisions

- 12.2.1 25/01095/PAGPD Single rear extension at Churchill Cottage, Field Lane: Prior approval not required.

13. Highways

- 13.1 An update has been received on the bus stop location on Low Road which has been agreed at the location suggested by Cllrs, opposite the existing bus shelter. This work has been added to NCC's bus stop update programme and will be scheduled to go ahead in the next few months.
- 13.2 The missing layby sign on Wretton Fen Drove was reported to NCC and they have informed the Parish Council that this will be replaced.
- 13.3 Cllrs have noted four footpath signs require attention, and also noted that the byway on Limehouse Drove is overgrown. The Clerk will report to NCC.
- 13.4 Cllr Peake noted that a hedge on Low Road, opposite the former Clover Club site and Funny Farm, is overgrown. The Clerk will write to the landowner.

14. Items for next meeting's agenda

- 14.1 To consider a Community Book Share.
- 14.2 To consider a definitive map of footpaths.

15. Date and time of the next meetings

The next meetings were agreed as November 10th and January 5th.

Meeting closed at 21.14

Signed.....

Date