

## **Wreningham Parish Council - Minutes**

**Meeting held on 8<sup>th</sup> January 2013 at 7.30pm held in the Margaret Preston Room, Wreningham Village Hall**

### **Present**

Cllrs Michael Hill (Chair), Elizabeth Brake, Jon Moon, Gill Page, Donald Whiterod, the Clerk and 3 members of the public.

**503. Apologies:** Cllr Sheldon Durant and DC Webster

### **504. Declarations of interest.**

Cllr G Page declared an interest in item 507.

**505. Open Forum.** Meeting closed at 7.33pm to allow members of the public to speak.

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New Homewatch Signs have been fitted, posts and concrete were donated and equipment loaned by Travis Perkins. They have been thanked by the Homewatch Committee.

Beech hedges are being planted at Harveys Corner and Top Row / Stevens Lane hedges whereas they should be mixed hedge. **Clerk to inform South Norfolk.**

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### **506. Minutes of meetings held on 11<sup>th</sup> September and 18<sup>th</sup> October and matters arising.**

Item 495: Harvey's Corner – Developer has advised MH that the hedging will be replaced in due course and drainage issues are being addressed. They confirmed support for the village and offered to meet the cost of the project to repair the village sign upon receipt of the invoice for work done.

Item 495: Village Sign maintenance & repair. One bid for the work has been received. JM to ask Custom Joinery for a more detailed quote including refurbishing the existing post and bring to the next meeting. **JM to action**

Item 495: Replacement of end caps on youth shelter is ongoing; some replaced with spares in hand; a different size of end cap is being sourced for the remainder. **Carry forward**

Item 495: Skate ramp repairs are in hand. **Carry forward**

Item 498: DC Webster reported that there must be at least nine houses before a road can be adopted. Information was available at the meeting.

Item 498: Efforts made to find alternate quotes for repair/replacement of the village sign.

Item 498: David Minns provided details of an arboriculturalist to conduct a tree survey.

Item 498: The Clerk explained that Aviva are insisting on fortnightly play area inspections. She has drafted a risk assessment and inspection policy for adoption later in the meeting. JM agreed to undertake monthly inspections, and Claire Cormack has previously agreed to complete the interim inspections. Norfolk RCC offer training courses which JM may attend.

### **JM to action**

Item 501: Concerns over footpaths to be addressed to the Council to contact the land owners.

Item 501: A meeting to discuss the consultation by the Office of the Police and Crime Commissioner on the precept has been rescheduled. **MH to attend**

### **507. Planning**

- 2012/2160: The Old Chapel, Norwich Road. Retrospective conversion of former chapel to form dwelling. No views or comments.

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- 2012/2293: 2 Folgate: New dwelling with carport. The Parish Council are happy with the dwelling. However, it was noted that the plans are unclear about vehicular access and the PC ask that this is clarified.
- 2012/2314: Snowdrop House, Top Row. Proposed extensions with associated alterations. GP explained the plans, and then left the meeting whilst there was discussion.

The Parish Council is aware that the Parish Plan indicates a rejection of increased executive style developments in the village which this appears to be. There were concerns that the building is also out of keeping with the surrounding dwellings and would ask that the plans are reconsidered to be more visually in-line with the stance as laid out in the 'building places' document.

GP re-entered the meeting.

Comments agreed by all – proposed: DW, seconded: JM

DW reported that the wind turbine proposal at Bernard Matthews is no longer being considered and is being replaced by a solar panel project.

### 508 Report back from Land Registry searches

The application for registering the Playing Field as Parish Council land has been accepted by the Land Registry and the original documents will be returned to County Archive. Work has begun in registering the plot of land that the Village Hall stands on. The documents were handed to the Clerk for submission to Land Registry. **Clerk to action**

### 509. Annual Parish Meeting - to agree the date and time in May.

Agreed to be held on 14<sup>th</sup> May at 8pm with the Parish Council meeting starting at 7pm.

### 510. Village Maintenance

- Village Sign – See item 506.
- Tree Management Policy – Policy accepted: DW and JM. Ian Dobson, Tree Warden, completed a tree inspection of Council land. He led the Council through the document and will send the written copy. **ID to send a written copy of his report to the Parish Council.** ID agreed to report annually. **MH to contact the Village Hall Committee to report the concerns over one tree.** The Clerk obtained a quote for a tree survey for £252 + VAT. She will contact another two companies for quotes. It was noted that inspections should be undertaken at different times of year.
- Highway Rangers – Various pot holes have been reported to the Rangers for filling when they next visit the village.

### 511. Playing Field Update

- Playing Field signs – **carry forward.**
- Grass Cutting Quotes – The Clerk has obtained three quotes for cutting the playing field and reading room grass. These were discussed in depth and it was agreed that the quote from Gary Lake should be accepted. Proposed: MH, seconded: DW. **Clerk to chase school for contribution towards line marking.** Gary Lake also offers a mole service and the clerk will ask for details. **Clerk to action**
- Adoption of Play Area Risk Assessment – This had previously been discussed. Policy accepted, proposed: DW and seconded: MH.

### 512. Finance

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- The clerk distributed a precept update.

Payment to	Reason	Sum £	Proposed	Seconded
Abate Pest Control	Mole Services	81.00	DW	MH
H Frary	Expenses	69.12	DW	MH
HMRC	PAYE	118.05	DW	MH
Land Registry	Land Registration Costs	30.00	DW	MH
Land Registry	Land Registration Costs	2.00	DW	MH
Norse Commercial	Playing Field Cuts (replacement Cheque)	399.00	DW	MH

- Mrs Minns, representing the Parochial Church Council, reported that the Millennium Clock is viewed as a Parish asset rather than a Church asset, however, the Church owns the Clock as it is on their building and is included in their insurance. She suggested that the money ring fenced for clock maintenance should remain with the Parish Council. This was agreed. Proposed: MH, seconded: JM
- The Clerk confirmed that Irene Moore had responded on behalf of the Last Wednesday Coffee Morning agreeing to return any unused money donated by the Parish Council at the end of 2013/14.
- The budget and precept for 2013/14 had previously been agreed at £7310 for 2013/14. Recent information from SNC shows that for this budget the council tax payment would need to increase. The tax base for Wreningham is reduced to 193 houses and Parish costs are likely to increase to meet additional requirements and reducing central funding. It was agreed that the precept for 2013/14 would increase by £1.75 per Band D household. Proposed: DW, seconded: EB. **Clerk to complete the paperwork and post to SNC.**

### 501. Correspondence

- Village Hall – request for support for moisture control project. Mrs Minns explained the project to the Parish Council and asked, as landlord, for roof works to be in the name of the Parish Council. This would mean that such work would fall within the Council's permitted development rights, however building regulations certification may still be required. The Village Hall Management committee confirmed that they would fund and manage the project, and have obtained advice to ensure that it is legal for the Council to obtain the permission. The Parish Council agreed to the proposal. Proposed: EB, seconded: GP. **Clerk to contact Mr Williams (Village Hall Committee) to confirm this. MH and the Clerk to visit County Archive to find any records of previous maintenance works.**
- Village Hall – thank you letter for donations
- NCC – Delivering local highway improvements in partnership with town and parish councils. Retained by the Clerk
- Norfolk ALC – request for nominations to the executive committee. Taken by MH

### 502. Future Business

None.

Dates of Future Meetings: 12 March, 14 May, 9 July, 10 September and 12 November 2013.  
All at 7.30pm in the Margaret Preston Room in the Village Hall, Mill Lane.

Meeting closed at 9.30 pm.