

## **Wreningham Parish Council - Minutes**

**Meeting held on 9<sup>th</sup> July 2013 at 7.30pm held in the Margaret Preston Room, Wreningham Village Hall**

### **Present**

Cllrs Michael Hill (Chair), Elizabeth Brake, Jon Moon, Donald Whiterod, DC Webster, CC Foulger, the Clerk and 2 members of the public.

**537. Apologies:** Cllr Durant (illness).

**538. Declarations of interest.** None.

**539. Open Forum.** Meeting closed at 7.36pm to allow members of the public to speak.

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MH explained the background to the flooding issues along Wymondham Road and noted Norfolk County Council's statement that there is no more for them to do in this matter. The residents in Wymondham Road consider more work needs to be done, and have petitioned for improved drainage. (This document was passed to the Clerk to retain for Parish records.) Mr Wadlow remains in contact with Mr Jackson (NCC) to try and resolve the issue. Unless there is a satisfactory resolution he will make a formal complaint. SNC have been more helpful, but cannot now proceed until formal clarification of their role in such matters has been agreed with NCC. When this is resolved Mr Wadlow and MH expect to meet with Shirley Bishop (SNC). CC Foulger expressed his interest to assist Wreningham residents to progress this with NCC. Mr Wadlow will e-mail him all relevant correspondence before CC Foulger contacts Mr Jackson.

### **Mr Wadlow to action**

Complaints have been received about hedge trimmings left on verge at the bend in Church Road causing a danger to pedestrians and cyclists. The issue is compounded by the addition of hedge trimmings from the garden being placed there too. **MH to contact the resident concerned and report back.**

DC Webster reported that SNC held their AGM and there is a new Chair and Vice Chair. SNC have been awarded a Gold Standard award, and staff will be given an extra day's leave over Christmas. The 'Your Neighbourhood, your choice' consultation is in progress and South Norfolk show is planned for this weekend. DC Webster will liaise with CC Foulger to assist in any way she can with the flooding issues along Wymondham Road.

There has been a very positive response from the people about repaired village sign and the grass cutting on the playing-field and the Reading Room site.

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Meeting opened at 7.55pm

**540. Co-option onto the Council.** None.

### **541. Minutes of meetings held on 14<sup>th</sup> May and matters arising.**

Item 528: The issues surrounding the use of Plot 3, The Glebe have been resolved.

Item 528: The letter regarding flooding on Wymondham Road has been sent by MH.

Item 529: The tyre-based equipment on the playing field has been removed, JM to invoice the Council for its disposal.

### 542. Consideration of Internal Audit comments

This has been circulated to all Councillors and they have no comments. The Chair led the Council through the document.

Item 2 – all issues agreed.

Item 3 – all issues agreed and Financial Regulations have been updated for adoption under item 544.

Item 4 – it was agreed that the existing risk assessment is sufficient as the council is small and has limited need for a large business plan.

Item 6 – completed.

Item 7 – completed.

Item 8 – Mr Wadlow explained that he would like Financial Regulations to be updated to clearly indicate what the Council require from the Internal Audit process. This should be clarified to show that there will only be a minimum requirement of one end of year audit in line with the Audit Commission Regulations.

### 543. Review of Asset Register

It was noted that whilst the Parish Council own the site that the Village Hall stands on the Hall itself is owned and insured by the Village Hall Management Committee (VHMC) which is distinct from the Parish Council.

The asset register had been previously circulated and was agreed. Proposed: MH, seconded: DW

### 544. Review financial regulations

This document was previously circulated and was agreed. Proposed: MH, seconded: DW

### 545. Planning

- 2013/1016 – The Cottage, Ashwellthorpe Road: Single Storey rear extensions replacing (in part) the existing outbuilding. No views or comments.
- 2013/1066 – Oakhall Cottage, Church Road: Single Storey rear extension and squaring off the existing half octagon extension. No views or comments.

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

- The Clerk informed the Council that the anticipated application for a wind turbine situated on the Bernard Matthews site on Wymondham Road is to be expected soon. There may well be the need for an extra Parish Council meeting to comment on this.
- It was agreed that every planning application response should make reference to our tree and hedge policy, a copy of which is held with SNC. Proposed: JM seconded: EB

### 546. Village Maintenance

- Tree Survey – This has been completed and a report received. The Clerk has passed a copy to Gary Lake asking for quotes for the suggested work. One tree, situated in the boundary of the Village Hall, plot is dead and recorded as High Risk and has been ordered for removal. Since the lease with the VHMC requires it to maintain the boundaries, they will be advised and sent the invoice for this work. **Chair to action.** The annual inspection by the Tree Warden is best completed during Winter rather than Spring. Proposed: MH, seconded: JM. **Clerk to action.**
- Repainting of Village Telephone Box – A volunteer has agreed to paint the box at Top Row if the paint and protective equipment is supplied. The Clerk to order enough paint for two boxes and arrange for the necessary equipment up to a maximum of £150 per

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box. Proposed: MH, seconded: DW. **Clerk to action.** An article to go into the Mardle requesting volunteers to rub down the benches and second phone box. **Ms Minns to action**

- Consideration of purchase of dog bins for the village - There has been a suggestion that there should be dog bins sited in the village. There was discussion about whether this was practical and it was agreed that it was best not to proceed. Proposed: DW, seconded: EB

### 547. Playing Field Update

- Playing Field signs - These are ready to be put up at each of the entrances. The large sign situated near the skate-park will be removed in due course.
- Line Marking - The School has asked why it contributes to the marking out of the football pitch as they only require markings for their annual track event. If this is so, then the the football pitch marking is not needed. Clerk to check with the school and if necessary return the cheque and cancel the contract for marking out. Proposed: MH, seconded: EB. **Clerk to action.**

### 548. Finance

Payment to	Reason	Sum £	Proposed	Seconded
Trevor Wadlow	Internal Audit	50.00	DW	MH
Monarch Signs	Playing Field Signs	108.00	DW	MH
A T Coombes	Tree Survey	302.40	DW	MH
HMRC	PAYE	9.00	DW	MH
Last Wednesday Coffee Morning	Donation	100.00	DW	MH
Mardle	Donation	100.00	DW	MH
All Saints Burial Ground	Maintenance	160.00	DW	MH
All Saints Church	Insurance Donation	500.00	DW	MH
Village Hall	Donation toward	100.00	DW	MH
Custom Joinery	Village Sign renovation	660.00	DW	MH

Mr Nick Harvey had offered to cover the cost of the restoration of the Village Sign. Clerk to make arrangements for the invoice to be sent to him. **Clerk to action.**

### 549. Correspondence

- Letter from resident regarding skate park improvements. The Council noted that it would be an expensive project and it cannot be funded at the moment. Mulbarton however are in the process of extending their skate park which might be of interest.
- Local Transport Body: Long List. Retained by the Clerk
- Crime Statistics for the village. Retained by the Clerk
- There has been no response from residents wishing to assist in creating a Neighbourhood Plan so the idea will not proceed at the moment.

### 550. Future Business

Policy review.

Website contents update.

Emergency Plan.

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

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Meeting closed at 9.34 pm.