

## **Wreningham Parish Council - Minutes**

### **Minutes from a meeting held on 13<sup>th</sup> May 2014 at 7.30pm held in the Margaret Preston Room, Wreningham Village Hall**

#### **Present**

Cllrs Michael Hill (Chair), Lizzie Brake, Jon Moon, Donald Whiterod and Hilary Gauthier.

#### **In attendance**

CC Foulger, DC Webster and the Clerk.

**607. Apologies:** Cllr Sheldon Durrant (personal accident).

#### **608. Election of Chair**

M Hill nominated himself for the position of Chair. This was agreed, proposed: D Whiterod, seconded: E Brake. Declaration of acceptance of office to be signed outside the meeting.

#### **609. Election of Vice-Chair**

M Hill nominated E Brake for the position of Vice-Chair. This was seconded by D Whitrod and E Brake accepted. Declaration of acceptance of office to be signed outside the meeting.

**610. Declarations of interest.** None.

#### **611. Open Forum**

None

**612. Minutes of meetings from January and March 2014** were agreed and signed as a true record.

**Matters arising:** The purchase of the SAM 2 sign has been agreed, the Clerk is awaiting the  
paperwork.

#### **613. Administrative issues**

- Parish Council representative on the Wreningham Fuel Trust. HG nominated herself to be the Parish Council representative on the trust and report to the Parish Council, this was seconded by JM. **Clerk to contact C Minns and inform her of the appointment.**
- Parish Council scanner. It was agreed that this would not be purchased at the present time and MH would scan any documents in the meantime on an ad-hoc basis.
- Document retention policy. This had been previously circulated and was agreed. Proposed: MH, seconded: HG.
- Emergency Plan Update. The Clerk has received the responses so far and will collate them into a draft document for formalisation. It was suggested that adjacent parishes be approached as a link. The Church has completed a form however the school and Travis Perkins may not have received a copy. **Clerk to progress.**

#### **614. Planning**

- Planning notifications were read to the meeting.
- 2014/0682: Fairlands, Top Row. Detached single storey dwelling and garage. There was one objection on the SNC website but there has been no representation to the Parish Council. The Council noted that the size of the property is large compared to the plot, however they raise no objection as long as the SNC Place Making Guide criterion is adhered to. Proposed: JM, seconded: DW.

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- Local Plan documentation availability. This has been passed to the planning inspectorate. The suggested site within Wreningham is Church Road and the potential developer is open to discussion with residents.

### 615. Village Maintenance and Highways

- Top Row telephone box update. The telephone box has been demolished by an RTA. There is a group of residents in Top Row who would like to reinstate the box as a local point of interest. There will be a report at the APM.
- B1113/Mill Lane junction information and central collection of record of accidents. There has been another accident which M Hill has added to the record list on the website.
- Notice Board at Top Row. The Clerk has received quotes for a replacement board. JM to look at whether it can be repaired or whether it needs replacing. **JM to action. Clerk to add to next agenda.**
- Flooding on Wymondham Road. NCC Highways have commissioned a report from an independent inspector, once this is published the Council will make it available.

### 616. Playing Field Update

- Play area safety report actions. The inspections are being carried out – no issues were raised.
- Removal of old playing field sign and gate installation. The old playing field sign needs removing. **MH and JM to action.** The gate to be removed by S Durrant in the future.
- General Maintenance issues. Nothing to report.

### 617. Finance

- Distribution of Financial Report 2013/14. This was circulated to all Councillors.
- Agreement of Asset register and risk assessments. These were updated and agreed. **Clerk to add asset register to website.** There has been a possible volunteer in the Parish to clean the war memorial, to be reported at a future meeting.
- Agreement of Accounting Statement and Annual Statement of Governance 2013/14. This was read out and agreed. Proposed: MH, seconded: EB
- A precept update was circulated and the following payments were agreed. Proposed: EB, seconded: DW**

Payment to	Reason	Sum £
H Frary	Expenses	78.73
ICO	Data Protection Registration (direct debit)	35.00
Norfolk ALC	Subscription	127.49
Gary Lake	Tree maintenance	600.00
Came & Co	Insurance	Up to £1000

The Clerk received a request from Came & Co to tie for three years insurance cover to take advantage of a financial saving. It was agreed that other quotes should be sourced and the payment be agreed outside the meeting. **JM to find contact for alternative quote.**

### 618. Correspondence

- Crime statistics for the last three months. One reported crime of 'theft other' has been reported.

### 619. Future Business

Village Orchard – the trees have been included in the sale of the land on which they stand. It was noted that the trees were donated and villagers are allowed access via the land owners.

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***Dates of Future Meetings:*** 8 July, 9 Sept and 11<sup>th</sup> Nov at 7.30pm in the Margaret Preston Room in the Village Hall, Mill Lane.

Meeting closed at 7.50 pm.