

Minutes of the meeting of the Parish Council held in the Margaret Preston Room,  
Wreningham Village Hall on Tuesday 10 November 2015 at 7.30pm.

In Attendance: Cllr M Hill (Chairman), Cllr P Dalmazzo-Aukland , Cllr K Morris, Cllr H Gauthier, Cllr H Graves

Parish Clerk Anne Rayner  
County Councillor Colin Foulger  
2 members of the public

**735 To consider apologies for absence** - Apologies were received and accepted from Cllr Moon. District Councillor Hardy also sent his apologies.

**736 To receive declarations of interest** - None to declare.

**737 Open Forum** - PCSO Darrin Sore introduced himself and advised he will attend parish council meetings whenever possible. It was agreed that details of his appointment would be placed on the village website, along with a photo. He reported on a theft of a handbag from a car at the Poplars. The Chair asked if PCSO Sore could find out about a recent accident on the B1113 / Mill Lane junction, in order to continue collating data for the website. A member of the public advised that the new owner of High House confirmed they are happy that parish access to the Diamond Jubilee Orchard is to continue as before. Diamond Jubilee Orchard is happy for the current situation to continue. He further advised that the documents (available online only at this point) relating to planning application 2015/2449 (Church Rd – 10 houses) include documents stated to have been displayed at the Bird in Hand pub on 19 August, however he does not believe that they are the same consultancy papers. The Chair advised that, when the planning application is received, the parish council will arrange for a display in the Village Hall of all the documents for parishioners to inspect. It was asked that all dimensions relating to elevation etc are obtained.

A brief report was given about the Last Wednesday Coffee morning, which Christine Minns will continue to run over the Winter until another volunteer comes forward.

The Chair reported that a resident had asked if a “Wreningham Community” facebook page could be set up, as a means for residents to contact each other and to raise the profile of events and clubs in the village to be raised.

**Action KM.**

County Councillor Foulger reported that the NDR has been approved. The County Council have also agreed to make an 18% reduction in spending, not the initial 25% planned.

**738 To approve the minutes of the last meetings (8 September and 5 October 2015)** - The minutes of 8 September 2015 were approved without alteration and signed as correct by the Chairman. The minutes of 5 October 2015 had an amendment at item 733 – the planning application listed is 2015/1927 was corrected to 2015/1926. The amendment was made and the minutes were signed as correct by the Chairman.

**739 To consider a resolution to adopt the General Power of Competence** - The clerk provided information concerning the General Power of Competence. The Localism Act gives parish councils the legal capacity to do anything that an individual can do. As the parish council meets the qualifying criteria it was **resolved to adopt the General Power of Competence.**

#### **740 Administrative Issues**

- **Update of policy review schedule** - the clerk will update the schedule and circulate for information.
  - **Tree Management** - It appears this was reviewed in September 2014, next review due in September 2017.
  - **Tree Warden Inspection** - As the parish council do not currently have a tree warden, this cannot be updated at this point. However, although the policy schedule states that the "tree inspection by Arboriculturalist" is not due until July 2018, the last report dated May 2013 advises inspections should take place every two years. The clerk will obtain three quotes for an inspection. **Action AR.**
  - **Play Area Inspection Policy** - Clerk to liaise with Cllr Moon about the current procedure and inspections. **Action AR.**
- **Report from transparency training** - The clerk reported on information obtained from the transparency briefing at County Hall. The legislation will remove the need for an external audit for council's with a turnover of less than £25000 but parish councils must display certain information on their website.
- **Report from Chair's meeting at South Norfolk Council** - This mainly covered the forthcoming boundary review, including the possibility that some parish councils may wish to merge or have anomalies of their boundaries reassessed.
- **Chair report on OS PURG meeting, Duxford** - The Chair reported that Wreningham Parish Council is already registered with the Public Sector Mapping Agreement which gives public sector bodies access to OS data. Some councils have used this service to map assets, manage graveyards, investigate boundary disputes etc.

#### **741 Planning**

- **Planning applications received** - None
- **Planning decisions notified**
  - a) **2015 / 1036 - Land West of All Saints Church -Refused**
  - b) **2015 / 1965 - Land East of Snowdrop House - Approved**
  - c) **2015 / 2272 - Snowdrop House - Approved**
  - d) **2015 / 1877 - Glebe Farm - Approved**
  - e) **2015 / 1890 - Chestnut Cottage - Approved**

**f) 2015 / 1927 - Plot 3 Church Rd - Approved****742 Village Maintenance and Highways**

- **Public Access Defibrillator** - All Councillors present volunteered to be listed on the application as willing to undertake the training. The Chair reported that the application can only be submitted electronically but has experienced some problems with this. **Action MH.**
- **Zip Wire maintenance** - the clerk has photographed the damage to the zip wire seat and sent it to NGF play. No response received as yet. Clerk to follow up. **Action AR.**
- **Annual Playing Field Inspection - 2014 (last time) 2015 (planned)** - The playing field inspection was due to take place in October.
- **SAM2 machine** - Currently placed on Church Road. The clerk is to send all available information about the SAM2 to Cllr. Dalmazzo, including the sites for the machine approved by Highways. The disc for the program to download the data has not been passed over by Tacolneston. The clerk will try to establish the whereabouts of the disc. Cllr. Dalmazzo will attend a training session at Fornsett with the clerk on the equipment. **Action AR**
- **Any time limited village and highways issues** - None

**743 Finance**

- **Payments and precept update**

Chq no	Amount	Payee	Notes
100142	£84.00	HMRC	Q2 tax
100143	£432.54	A Rayner	Sep/Oct/Nov wages
100144	£150.00	J Vincent-Bunn	Hedge cutting
100045	£45.00	NPTP	Training (HG new cllr)
100046	£150.00	Mazars	External audit fee
100047	£27.68	M Hill	Mileage (OS meeting) (Awaiting 2 <sup>nd</sup> signature)
100048	£730.00	G Lake	Grass cutting for year

The financial report, circulated prior to the meeting was approved. Following some discussion relating to the payments, all payments were approved. Proposed HG, seconded PD.

**To review the report from the external auditor and consider the budget setting for 2016/17.**

The external audit report contained two observations: 1) that the PC signed their section of the external audit before the report had been received from their internal auditor and 2) the form was returned for some amendment to the figures (no change to the overall figures but a movement between some categories).

Minutes of the meeting of the Parish Council held in the Margaret Preston Room, Wreningham Village Hall on Tuesday 10 November 2015 at 7.30pm.

The proposed budget figures were discussed at some length. It was noted that RoSPA playground inspection training cost is £306 per person (including VAT). Provision for this, update training and other training for councillors and parishioners undertaking activities on behalf of the council. Hence, budgeting line entries would be adjusted: remove £50 allocated for the toddler group can be removed as this group no longer exists. £300 would be added to the budget for training needs and this fund would be accumulative. The clerk will seek further advice regarding the contribution to the Church insurance and try to look into advice already obtained. It was agreed to set the precept in the January meeting, when the information relating to the tax base and any possible council tax grant is known. **Action AR.**

In the meantime, it was agreed to ask parishioners if there were any ideas or projects within the village which could be supported by parish council funds or if anyone had any ideas of what they would like the parish council to spend money on. It was agreed to refer to the parish plan to see which ideas were suggested in the past and also to place an item in the Mardle, asking for suggestions.

#### **744 Correspondence**

- **Crime Figures for September and October** - already covered by PCSO Sore earlier in the meeting.
- **SNC Housing Strategy Consultation** - now closed.
- **A Good School for Every Norfolk Learner - from NCC** - A letter has been sent to all schools in Norfolk with fewer than 105 pupils. Governing bodies are being sent a questionnaire for completion.
- **NCC Strategic and Financial Planning 2016/19** - On-line consultation is available between 30 October 2015 and 14 January 2016 at [www.norfolk.gov.uk/reimagining](http://www.norfolk.gov.uk/reimagining)
- **South Norfolk Council - Local Plans adopted** - With effect from 26 October 2015 the following plans have been adopted by South Norfolk Council : Site Specific Allocations and Policies Document, Development Management Policies Document, Wymondham Area Action Plan.
- **Any time limited correspondence** - Nothing to report.

**745 Future Business** - Project spending plans, precept setting.

**746 Date of next meeting - 12 January 2016**

There being no further business, the meeting closed at 9.40pm.