

Wreningham Parish Council
Minutes of the meeting of the Parish Council
held in the Margaret Preston Room, Wreningham Village Hall on Tuesday 15
November 2016 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

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

812 To receive declarations of interest - None to declare

813 Open Forum, including reports from District & County Councillors and PCSO, if present - County Cllr Foulger asked if the NCC Footpath officer had been in touch with anyone from Wreningham. The clerk and Chairman were not aware of any contact. Cllr Foulger will look into this. Cllr Foulger also reported that NCC's final decision regarding devolution will be made next week.

District Councillor Hardy was not present but reported back on the broadband query from the last meeting. Although it appears that there is nothing Councillor Hardy can do to assist the provision of better broadband in the village, he could assist with the provision of superfast broadband at the village hall. Councillors did not feel this was an acceptable alternative and agreed that the clerk should write to Karen O'Kane, copying in Richard Bacon MP, stating the disappointment about the incomplete and sporadic broadband availability and speeds in the village. **Action AR.**

814 To approve the minutes of the last meeting (13 September 2016) - The minutes were approved without alteration and signed as correct by the Chairman.

815 Administrative Issues

- **Review the Grievance Policy** - The current policy, circulated prior to the meeting, was agreed to be still suitable and no changes were made. The policy is noted as reviewed.
- **Decide uses for the telephone box** - Councillor Morris has the lead on this matter. He reported that he had received six positive responses regarding the telephone box. Uses suggested ranged from somewhere to house the defibrillator, to a small art gallery, to a book swap library. As it has already been agreed that the defibrillator will be placed at the village hall, Councillor favoured the idea of a book swap library. When the formal adoption of the phone box has taken place, it will need to be added to the parish council's insurance, be cleaned and repainted and may also need to be levelled as it appears to be slightly on the tilt at the moment.

Cllr Morris will form a sub-group/working party to take the project forward and determine its final use and how to achieve it.

816 Planning

- **Planning applications received**
 - **2016/2591 - Snowdrop House, Top Row - Variation of condition 2 permission** - The clerk queried the plans with the planning officer, as they appeared to be inaccurate. A planning officer stated that they would be undertaking a site visit but no further information has been received. Councillors considered the application and agreed that there were no objections to the plans, however, comments should include concerns about maintaining the existing hedgerow.
 - **2016/2492 - Land off Church Road - variation of conditions** - These plans were discussed at some length. Cllrs were extremely concerned about the very late addition of an electricity substation and felt they could not comment in full until more information (need for, noise levels, capacity, alternative siting) about this has been received. Councillors also noted that the site elevation plans submitted on 2 November do not reflect the building which has already taken place, for example the colour of the roofs do not match the plans. There is a sense that the affordable housing on the site will be visually distinguishable from the other housing, which is extremely disappointing. The clerk will request further information.
Action AR.
- **Planning decisions**
- **2016/1569 Land south of the Homestead, Church Rd - Reserved matters - approved**
- **2016/2171 The Old Homestead, Top Row - Replacement of windows - Approved**
- **Greater Norwich Local Plan** - The call for sites has been completed. The areas of land put forward by owners will be assessed for suitability and public consultation is anticipated by October 2017. There are three such proposed areas in Wreningham.

817 Village Maintenance and Highways

- **Footpath warden - risk assessment** - The clerk has drafted a risk assessment and this was circulated prior to the meeting. This was approved and adopted with immediate effect. A copy will be given to the footpath warden.
- **Public Access Defibrillator** - A grant application has been submitted for funds to provide a defibrillator. An early response by the grant body stated they will only provide for the first year's funding. Hence the council will budget for the remainder of the maintenance costs.
- **Play area - agree rota and checklist for inspections** - A revised checklist has been drafted. The clerk confirmed that the

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school are not prepared to take part in the rota to check the play equipment and the playing field. Inspections will be performed by Councillors Moon, Glaves and Claire Cormack. The clerk will check that Claire remains willing to participate, now that the checks need to be completed weekly.

- **Consider cost and procedure for play area quarterly checks -** It was agreed to proceed with quarterly checks of the play area, by the suitably qualified person, at an initial set up cost of £80, with subsequent quarterly payments of £30. This will be included in the precept planning.
- **Action by NCC Highways -** NCC highways have repaired the potholes on Hethel Road and have also agreed to investigate the blocked culverts at the Church Road / Hethel Road junction.
- **SAM2 -** Councillor Dalmazzo (lead for SAM2 machine) will visit Westcotec to receive instructions relating to the set up of the machine, data download and data analysis and to receive instructions on how to download and analyse the data. The clerk will pass the contact details to him. **Action AR & PD.** Whilst discussing speeding, Councillor Gauthier commented on the effective “30 mph” stickers which have appeared on the side of bins in Ashwellthorpe. The clerk will find out where these have been sourced from, with a view to obtaining some for the village. **Action AR.**
- **Any time limited village and highways issues -** None to report.

818 Finance

- **To receive and approve the financial report -** The financial report, circulated prior to the meeting, was approved.
- **To agree the annual review and salary review for the clerk -** The Chairman conducted a review with the clerk and it was agreed that the clerk’s salary should increase by one increment, backdated to 1 September. The clerk will implement this when next paid, in January.
- **To consider the 2017/18 budget and precept setting -** Information concerning the current year budget and current year estimated spend was circulated prior to the meeting. Councillors agreed to begin considering the future spend for the next financial year, with a view to agreeing the precept and the budget at the January meeting. Noted additional costs include: Insurance (footpath warden, telephone box), defibrillator maintenance, increased play inspections.
- **To receive an update relating to CIL funds -** A CIL payment was made on 28 October of £2748.71. This brings the total CIL money to £4266.44.
- **To approve the following payments:**

Chq no	Amount	Payee	Notes
100178	£291.16	A Rayner	Oct & Nov salary

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100179	£100.66	A Rayner	Jan - Oct 16 expenses
100180	£ 72.80	Post Office Ltd	Q3 tax
100181	£680.00	G Lake	Grass cutting
100182	£ 78.05	South Norfolk Council	Dog waste collection
100183	£120.00	Mazars LLP	External audit fee
100184	£ 21.67	Glasdon UK Ltd	Bin bags

819 Correspondence

- **NCC - A good education for every Norfolk learner** - The clerk gave details of this letter, which has been sent to all parishes with schools with fewer than 105 pupils. The letter refers to liaising with governing bodies of schools, with reference to four areas of sustainability; leadership, standards of achievement, governance and finance.
- **NALC response to the Local Government Finance Settlement Consultation** - NALC have responded on behalf of parish councils with regard to this consultation, which suggests the idea of a referendum every time a parish wishes to increase its precept by more than 2%. The response from NALC clearly lays out why this idea is unsustainable.
- **Hornsea Project Three - Offshore Windfarm** - Information circulated and noted.

820 Date of next meeting - 10 January 2017