

Wreningham Parish Council
Minutes of the meeting of the Parish Council
held in the Margaret Preston Room, Wreningham Village Hall
on Tuesday 13 March 2018 at 7.30pm.

In Attendance: Cllr M Hill (Chairman), Cllr J Moon, Cllr K Morris, Cllr H Graves, Cllr Hilary Gauthier

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

893 To consider apologies for absence – District Cllr Phil Hardy sent his apologies.

894 To receive declarations of interest – Cllr Moon declared an interest in the planning application at point 898. The Chairman also advised that a request for a grant from the Village Hall Committee will be considered during item 900, Cllr Moon declared a pecuniary interest in this item.

895 Open Forum, including reports from District & County Councillors – County Councillor Foulger reminded everyone that NCC Highways only grit / clear A and B class roads during ice and snow. He acknowledged the help of local farmers, who helped to clear blocked roads, during the recent heavy snow. A member of the public asked if the Emergency Action Plan needs to be reassessed, following the recent heavy snow. The Chairman agreed that it does. The parish council thanked David Minns for his help clearing roads in the village and assisting drivers. Another member of the public asked if the village could have some grit bins. The Chairman agreed the parish council will consider this.

896 To approve the minutes of the last meeting (9 January 2018) – The minutes were approved without alteration and signed as correct by the Chairman.

897 Administrative Issues

- **To consider the Councillor vacancy** – Sarah Lidington had expressed an interest in the vacancy. Sarah gave a brief summary of why she was interested in the vacancy. Councillors were unanimous in their decision to accept Sarah onto the parish council and she was duly co-opted, with the appropriate paperwork being signed.
- **Greater Norwich Local Plan (GNLP) Consultation** – The Chairman gave a summary of the issues and questions relating to the GNLP, which is looking for sites for another 7,000 houses. The Chairman encouraged residents to register their individual comments. The parish council will agree comments regarding the four sites showing under Wreningham.
- **Review of asset register – completed** – The clerk confirmed that the annual review of the asset register had been completed.
- **Review of policies: Financial regs, General risk assessment, statement & review of internal control** – The three policies were considered and Councillors agreed no changes were necessary.
- **General Data Protection Regulation (GDPR) information** – The clerk reported that she has attended GDPR training. She gave a summary of the information available at the moment, including the fact that the parish council will need to appoint a Data Protection

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Office. The legislation is still subject to change before the final implementation in May 2018.

- **To agree the appointment of an internal auditor for the 2017 / 18 accounts** – The parish council resolved to appoint Trevor Wadlow to carry out the internal audit. The clerk will send the appropriate appointment letter. **Action AR.**
- **Test pit permission re community archaeology project** – The parish council agreed to give permission for two practise test pits to be dug, on the understanding that any necessary health & safety concerns are addressed and that the digs will be finished and the ground re-instated within a one day period. The locations are the playing field and the Reading Room.

898 Planning

- **Planning applications received – 2018/0495 – Elm Tree Barn, Hethel Rd – Retention of flue, rooflights & construction of workshop** – This application was discussed. Councillors. Councillors had no objections to the plans.
- **Planning comments submitted between meetings**
 - **2018 / 0252 – Oakhall Cottage, Church Rd – New first floor side facing window** – No objections
 - **2017 / 2828 – Land adj. to Fairlands, Top Row – Outline application for single storey dwelling** – Councillors objected to this application again, as it is outside of the development boundary.
 - **2018 / 0303 – Glastonbury Cottage, Top Row – Replace 2 x first floor windows & French doors** – No objections.
- **Planning decisions and other information**
 - **2017 / 2831 – Land adj. to Wreningham Village Hall – Change of use to paddock and erection of stable** – Approval with conditions
 - **2017 / 2828 – Land adj. to Fairlands, Top Row – new dwelling** – Approved
 - **2018 / 0252 – Oakhall Cottage – New first floor side facing window** – Approved
 - **To consider an access request in respect of the above permission, to attach to sewage system, requiring access underneath the village hall car park** – The applicant was present and explained why she wished to attach to the mains sewerage system. Councillors re-iterated their view that it seemed excessive for a paddock. A member of the public advised that some residents are concerned that, with the connection to mains electricity and the mains sewerage system, the long term intention is for a structure to be built and the applicants to live at the site. The applicant advised that this is certainly not the case and that, taking into account the coverage agreement when the land was sold, that would not be an affordable option. Councillors asked if other options, such as a treatment plant had been considered but the applicant advised this was too expensive. A suggestion was put forward that a legal agreement could be made whereby permission were given to attach to the mains sewerage system via the village hall car park land, whilst the field remained as per the terms of the original planning application but, should the use of the land change, the

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connection would be terminated. Both parties agreed they would give the point further consideration. **Action: AR to investigate legal situation.**

899 Village Maintenance and Highways

- **Church Road – trod path, fire hydrant etc** – The highways officer has advised that he will assess the trod when he begins his structural maintenance scheme assessments usually towards the end of March / beginning of April. Norfolk Fire & Rescue Service have confirmed the hydrant has been installed.
- **Play area surfacing** – The clerk reported that there has been little feedback from other parishes regarding their play area surfaces. Cllr Moon has visited some other play areas in the area and feels that, by comparison, Wreningham's is in very good condition. The matter was discussed again and it was agreed that a working group would meet again to see if they can level the surfaces to a suitable standard. It was noted again that, in the play inspection report, the surface erosion is 'low risk'.
- **Defibrillator maintenance** – The Chairman has recently checked the defibrillator and was slightly concerned to see that the battery charge seemed slightly reduced. A screenshot was sent to the Community Heartbeat Trust who confirmed that the readings are completely normal.

900 Finance

- **To receive the financial report** – Circulated and approved
- **To consider grant requests for a noticeboard and contribution to insurance for the Church and request for replacement windows for the Witch & Wren bar area** – Councillors agreed that the noticeboard request had been agreed and that, including the grant received from Cllr Hardy, the full amount of £855 could be paid. It was also agreed to contribute £500 to the Church insurance. The parish council confirmed that they would pay the full bill of £9835 (inc VAT) for the Village Hall windows, allowing them to reclaim the VAT and ask the village hall to reimburse 50% of the net value.
- **Consider establishing an emergency fund for the benefit of parishioners** – Recent concerns about a parishioner raised this consideration, however, it was agreed that this would not be an appropriate use of parish funds.
- **To approve the following payments:**

Chq no	Amount	Payee	Notes
100219	£ 351.88	A Rayner	Feb & Mar salary
100220	£ 117.20	HMRC	Q4 tax
100221	£ 20.00	NPFA	Membership Fee
100222	£ 78.00	Play Inspection Co	Annual Inspection
100223	£ 26.39	B Jarvis	Domain Renewal
100224	£ 519.50	Wren Toddler Group	Grant
100225	£ 30.00	S Hickling	Costs relating to community dig
100226	£ 225.00	X2 Connect Ltd	Glass for phone box
100227	£1355.00	Upper Tas Valley PCC	Grant x 2 (insurance & noticeboard)

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901 Correspondence

- **Taxi service to Wymondham** – The proposal from a local taxi service is that he could provide a taxi service for residents to and from Wymondham on a Friday, for a set fee of £1 each way. Collection would be from a set point. The parish council would need to place an order to a recurring trip, although no payment is required. It was agreed to advertise this service in the Mardle, with a planned start date of Friday 6 April. **Action AR.**
- **UKPN check on electricity pole** – Concerns were raised during the recent bank excavation that the electricity pole may have become unsafe. UKPN attended and confirmed that the pole is safe.
- **War memorial listing** – Historic England have advised that they are considering awarding listed status to the war memorial. The Chairman advised that he intends to access the old minutes at the Records Office to see if there is any mention of how the memorial was funded and to whom it may belong to. The clerk advised that war memorial is not included in the parish council's asset register, nor its insurance. It was agreed that the war memorial required cleaning and some renovation. The clerk will obtain a quote for this. There is £1200 in the 'WW1 memorial fund', originally set aside for the commemoration of the 100 year anniversary of the end of WWI. This could possibly be put towards the renovation of the war memorial, or other options can be considered. **Action MH & AR.**

902 Date of next meeting – 8 May 2018

There being no further business, the meeting closed at 9.30pm.