

Wreningham Parish Council

Minutes of the meeting of the Parish Council

Held Tuesday 10th May 2022 at 8pm
in the Margaret Preston Room, Village Hall

In Attendance: Cllr M Hill (Chairman), Cllr J Lambourne, Cllr S Lidington, Cllr H Graves
District Councillors: Nigel Legg
Parish Clerk: Nicky Allen
6 members of the public

1 To elect a Chairman for the forthcoming year and receive the Chairman's declaration of acceptance of office - Michael Hill was nominated and seconded for the position of Chairman, which he accepted and signed the declaration of acceptance of office form.

2 To elect a Vice-Chairman and receive the Vice-Chairman's declaration of acceptance of office - Councillors agreed that they did not feel it necessary to appoint a vice-chairman at this time.

3 To consider apologies for absence - Apologies received from Cllr K Morris.

4 To receive declarations of interest - None to report.

5 Open Forum - A member of the public raised issue of speed limits within the village and as an issue for tractors emerging from the concealed entrance at Hill House farm. It was noted that past requests to reduce the speed limit there were rejected by NCC Highways. Regarding the positioning of the Jubilee benches, a member of public suggested that the Council should suggest sites for the landowners to consider. Need to ensure that they would not impede farm vehicles. One potential site is between the two oak trees on the East/West footpath above Mill Lane.

6 To approve the minutes of the last meeting (8 March 2022) – approved and signed.

7 Administrative Issues

- Policy Reviews

Policy	Notes	Approved
GDPR		Y
Health & Safety		Y
Decision Making Procedure	Amendments proposed and agreed on	Y - Clerk to update the policy

- To authorise an increase to the clerk's salary, in line with NJC pay scales effective 1 April 2021 - The Council resolved to increase the Clerk's salary within agreed NJC pay scales.
- To receive the Internal Audit Report – report reviewed and highlighted the need to ensure website links and on-line documents are current, duly noted.
- Review of internal audit - Council to consider auditor review its document back up and file management and retention for next year.
- To co-opt parishioner to the Council – There are three casual vacancies on the Parish Council. Parishioner Andrea Tancred offered to become a councillor; this was voted on and she was co-opted as a new councillor member; the Chair thanked her.

8 Planning

Applications	Description
Applications received / Comments agreed between meetings	2022/0642 - Glastonbury Cottage, Ashwellthorpe Road - Proposed Garden shed to front - no comments submitted 2022/0726 - White House, Penny Green - Proposed house alterations, extensions and new carport.- Comments to be reviewed and agreed on
Decisions	None

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9 Village Maintenance and Highways

- Grass Cutting - Contractor is requesting a £150 per annum increase, due to rising fuel costs, for village grass cutting. He will keep this under review should fuel costs decrease. Costs agreed. Clerk to confirm with contractor. **ACTION NA**
- The Chair outlined recent vandalism at Bird in Hand bus stop – the seat has been ripped from its place, a parishioner has kindly volunteered to repair it.
- Playing field fence - Despite earlier efforts at repair, the fence requires 12-13 uprights to be replaced - Council has approached a local contractor, the quotation is for 2 days work at £650-£675. Clerk to confirm with contractor and to book in. **ACTION NA**

10 Finance

- To confirm that WPC is an exempt authority within the definition contained in the Local Audit (Smaller Authorities) Regulations 2015 and confirm exemption for 2021/22 – confirmed.
- To approve the Annual Governance Statement - approved.
- To consider and approve the Accounting Statements for 2021/22 - these were circulated prior to the meeting with the budget variance, bank reconciliation reports – approved.
- Council agreed on proposed dates for exercise of public rights and notice to be placed on the website and noticeboards.
- To review annual council indemnity insurance policy renewal quote - policy details and renewal quote of £699.41 approved. Clerk to confirm with insurer and arrange payment. **ACTION NA**
- Payments raised between meetings with prior approval

Transaction ID / BACS Transfer date	Description	Amount £
30/3/22	H Graves- post concrete for emergency playing field fence repair	21.46
30/3/22	South Norfolk DC annual dog bin emptying charge	132.72
30/3/22	Norfolk Association Local Councils annual subscription	153.88

- To approve payments

Transaction ID / BACS Transfer date	Description	Amount £
	Clerk Pay April/May	353.47
	T Wadlow- Annual Audit Internal Report	£55.00
	AJG Community Schemes Insurance Policy	£699.41

11 Correspondence

- Wreningham Fuel Trust – To appoint one Parish Council Nominee- the Council resolved to propose Cllr Keith Morris as one of the Parish Council trustee appointees.
- National Grid – new electricity line and pylons – Correspondence and several emails received regarding new pylon proposals that to the East of Top Row. During its consultation period the National Grid is holding dedicated briefings (village website has details).
- Village Hall Management Committee – request for grant towards Jubilee event £300 agreed. Clerk to confirm with Village Hall Treasurer **Action NA**
- The village Annual Litter Pick commences from the village hall this Sunday at 2pm, all welcome.

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Meeting concluded at 20:52

12 Date of next meeting – Tuesday 12th July 2022, 7:30pm