Held Tuesday 11th July 2023 at 7:30pm

in the Margaret Preston Room, Village Hall

In Attendance: Cllr M Hill (Chairman), Cllr J Lambourne, Cllr Tancred, Cllr H Glaves, Cllr K Morris, Cllr L Mcdaid.

 Parish Clerk: Tina Higlett

 11 members of the public

1. To consider apologies for absence – Cllr I Spratt - District
2. Co-option of a councillor to fill vacancy on the Parish Council - Ben Jarvis introduced himself to the council and outlined why he wanted to become a councillor. Proposed by Cllr Hill, seconded by H Glaves. All agreed to co-opt
3. To receive declarations of Interest – None
4. Open Forum, including reports from District & County Councillors
5. Public – C Minns stated that she has now been given approval to remove the pews in the church which have badly deteriorated through woodworm. Assistance with the removal would be appreciated. C Minns advised the council to date no application has been put through with the faculty, for the installation of the defibrillator.
6. No District or County Councillors in attendance.
7. To approve the minutes of the last meeting – agreed as a true record of proceedings.
8. Planning

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| **Applications** | **Description** |
| Applications received | 2023/1241 amended Sunningdale, Wymondham Road Wreningham. Demolition of existing bungalow and garage with replacement dwelling and associated infrastructure works. An amended plan is submitted. Council have previously commented on this application. |
| Applications received since last meeting | 2023/1241 Sunningdale, Wymondham Road. Demolition of existing bungalow and garage with replacement dwelling and integrated garage with associated infrastructure works. Council voted to object and supply comments to SNC.2023/1556 Location: Laburnums, Church Road. Proposal: Detached double garage. Council commented that the proposed garage should be sited at the rear of the house with an access road running alongside the house. Church Road is a narrow road and the construction of a double garage opposite the existing double black garages would create a visual pinch point. |

1. Administrative Issues
2. Statutory Policy Review

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| **Policy** | **Amendments** | **Notes** |
| * + - Grant Awarding Policy
 | * + - Application process amended (page 1). Application form has been included
 | * + - Updated to version 3.
		- Approved
 |
| * + - Planning Procedure Policy
 | * + - Updated with new South Norfolk Council web link to planning portal
 | * + - Updated to version 2.
		- Approved
 |

1. Finance
2. Financial report.

 Clerk presented first Quarter accounts for 2023-24 appendix 1.

1. To approve payments

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| --- | --- | --- | --- |
| **Payee** | **Description** | **Payment method** | **Amount** |
| T Higlett | Salary June/July 23 | Bacs | £409.16 |
| HMRC | Clerks’ taxation | Bacs | £90.80 |
| Drone Photography | Village photograph | Bacs | £150.00 |
| Upper Tas Valley Benefice | Printing of flyer | Bacs | £15.00 |

1. To note payments raised between meetings - None
2. To note receipts - None.
3. Community Infrastructure Levy Report. – appendix 2.
4. Village maintenance and highways
5. Playground inspection – The annual inspection report response was dependent on dry weather for councillors to meet on the playing field. Chairman proposed this should be done in July and requested members agree on a suitable date and time.

 **Action All**

1. Childs play equipment, Dolphin Springer – decided that it is beyond repair. Clerk to obtain costs for replacement (including installation) and report back to members. **Action Clerk**
2. Proposed pavement on B1113 Norwich Road - NCC ‘Parish Partnership’ scheme for Local Highways - Council will look to apply for a grant towards the installation of a pavement from the start of the village northbound from Rose Cottage to the Top Row junction on Mill Lane. This grant will be match funded 50/50. **Action Cllr Jarvis**
3. Footpaths report - Footpaths are in a dreadful state. Wymondham Road not good at all. Some footpaths are just passable but vegetation seems to be the majority of the problem. Council may have to approach someone to cut these besides NCC. Question over insurance cover for those who take on the cutting of footpaths. **Action Clerk & Footpath warden**
4. G Lake has advised that the trees on the playing field are hanging down and are making it difficult to cut the field. It was suggested that an alternative quote may be obtained form Mr Moore. **Action Chair**

Chairman proposed members evaluate the problem during the playground inspection. **Action All**

1. 2nd Defibrillator - Defibrillator cost £2300. Agreed, there is a requirement for a second defibrillator and costing was acceptable. If installed on the church premises then the electrical work is an additional £1400. It was proposed the Bird in Hand to be approached about a Defibrillator installation. **Action Cllr Tancred**

It was proposed to investigate grants availability. **Action Clerk**

1. The Farthings Project

Chairman advised that nothing has yet been decided regarding the development. JWP Ltd wishes to sell part of the land for 3 self-build and they would be sold with outline planning (no detail). No planning application has been submitted. When an application has been submitted there will be the normal formal process during which public comment will be invited. Currently a JWP Ltd are submitting a pre-application to the SNC planning department. Chairman & Cllr Glaves met SNC planning department for advice on this project – SNC will listen to WPC views. Concerns around the flooding along Hethel Road. JWP Ltd has stated they will not move forward with the development until the drainage issues have been dealt with. Some living in close proximity to the Farthings suggested the self-build site location would better moved towards the East. Chairman advised a new plan has been drawn up showing properties in central location. Chairman advised that he will post a summary of the 27 June meeting with other paperwork plus an invitation for parishioners to volunteer for the project team. Chairman advised that there is a cost of ownership associated with land and that his very rough estimate (land agent advice to be sought) indicated annual costs in the order of £5K to £6K. FWP Ltd have promised to meet the annual maintenance costs for the first 10 (15?) years after the land is transferred to council ownership. Chairman expected a WPC project team would be established to manage the project and establish the content of the community land. Suggestion have included pond, wetland, wooded areas, allotments, school zone, park run style track. Clerk proposed that the Farthings to become a fixed item on the council’s agenda.

1. Updates/Considerations
	1. County Broadband – no updates on the wayleave
	2. Consultation on local bus service – Advised time table will be published in July
	3. Speed limits in the village – to have these amended it would need to go through parliament for approval. 20mph not enforceable.
2. Correspondence
	1. Norfolk PTS Networking sessions
	2. Wreningham Open Gardens 2024
	3. Royal Norfolk Show Community Champions Tribute
3. Date of next meeting: 12th September 2023

 Meeting closed at 21:15

Appendix 1

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| **Wreningham Parish Council**  |  | **Accounts 2023-24** |  |  |  | Jul-23 |
|  |  |  |  |  |  |  |  |  |
| **Q1 First quarter for the financial year 2023-24** |  |  |  |  |  |  |
| **Payments** | Budget 2023/24 | Actual spend | over/under spend  |  | **Receipts** |  | Budget | Actual |
|  | £ | £ | £ |  |  |  | £ | £ |
| Employees |  |  |  |  | Precept |  | 10,404.00 | 5,202.00 |
| *Salaries* | 3,000.00 | 363.92 | 2,636.08 |  | Grants (other) |  |  |  |
| *Staff Training* | 50.00 |  |  |  | CIL |  |  |  |
| *Staff expenses* | 30.00 |  |  |  | Other |  |  |  |
| ***Total for Employees*** | 3080.00 | 363.92 | 2636.08 |  | Vat refund |  | 160.00 |  |
| *Members* |  |  |  |  | Village Hall Rent |  | 10.00 |  |
| *Members expenses* | 50.00 |  |  |  | Total  |   | 10,574.00 | 5,202.00 |
| *Members training* | 200.00 |  |  |  |  |  |  |  |
| ***Total for Members*** | 250.00 | 0.00 | 0.00 |  | Opening Balance 1st April 2023 |  | 26,550.23 |  |
| *Professional Services* |  |  |  |  | Total Income |  | 5,202.00 |  |
| *Audit fees* | 60.00 | 60.00 | 0 |  | Total Expenditure |  | 1,438.17 |  |
| *Insurance* | 750.00 | 875.21 | -125.21 |  |  |  |  |  |
| *Legal fees* | 200.00 |  |  |  | Balance 30/06/2023 |  | 30,314.06 |  |
| ***Total for Professional Services*** | 1010.00 | 935.21 | -125.21 |  |  |  |  |  |
| *Subscriptions* |  |  |  |  | Represented by: |  |  |  |
| *Norfolk NALC* | 160.00 | 0 | 160 |  | Community Account at 16/06/2023 | 30,314.06 |  |
| *Subscriptions other* |  | 104.04 |  |  |  |  |  |  |
| *ICO* | 35.00 | 35.00 | 0 |  | General Reserves |  | 6,236.83 |  |
| ***Total for Subscriptions*** | 195.00 | 139.04 | 160.00 |  | CIL money  |  | 2,753.48 |  |
| *Communications* |  |  |  |  |  |  |  |  |
| *Website Host* | 30.00 |  |  |  |  |  |  |  |
| *Grant Village magazine* | 100 |  |  |  |  |  |  |  |
| ***Total for Communications*** | 130.00 | 0.00 | 0.00 |  |  |  |  |  |
| *Administration* |  |  |  |  |  |  |  |  |
| *Stationery* | 50.00 |  |  |  |  |  |  |  |
| *Postage* | 30.00 |  |  |  |  |  |  |  |
| *Software support* | 80.00 |  |  |  |  |  |  |  |
| ***Total for Administration*** | 160.00 | 0.00 | 0.00 |  |  |  |  |  |
| *Village Maintenance* |  |  |  |  |  |  |  |  |
| *Dog waste emptying service* | 200.00 |  |  |  |  |  |  |  |
| *Churchyard maintenance* | 250.00 |  |  |  |  |  |  |  |
| *Playing field maintenance* | 900.00 |  |  |  |  |  |  |  |
| *Defibrillator*  | 200.00 |  |  |  |  |  |  |  |
| *Maintenance* | 1,000.00 |  |  |  |  |  |  |  |
| ***Total for Village Maintenance*** | 2,550.00 | 0.00 | 0.00 |  |  |  |  |  |
| *Grants & Donations* |  |  |  |  |  |  |  |  |
| *S137 £8.82 per elector 8.82 x478=£4215.96* |  |  |  |  |  |  |  |
| *Grants other* | 300.00 |  |  |  |  |  |  |  |
| ***Total for Grants and Donations*** | 300.00 | 0.00 | 0.00 |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
| **Totals** | 7,675.00 | 1,438.17 | 6,236.83 |  |  |  |  |  |

Appendix 2.

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| **Community Infrastructure Levy Report - Income and Expenditure for the year ending 31 March 2023** |  |
|  |  |  |  |  |  |  |
|   | INCOME RECEIVED FROM SOUTH NORFOLK DC |   |  |   | EXPENDITURE |   |
| Date | Development Description | Amount |  | Date | Expenditure Incurred/description | Amount |
| Oct-22 | Pear Tree Cottage/Wymondham Road, | £1,917.91 |  |   |   |   |
|   |   |   |  |   |   |   |
|   |   |   |  |   |   |   |
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|   |   |   |  |   |   |   |
| Total received from 1 April 2022 to 31 March 2023 | 1,917.91 |  | Total spent from 1 April 22 to 31 March 23 | 0.00 |
|  |  |  |  |  |  |  |
| Unspent Balance brought forward from previous years | 835.57 |  |  |  |  |
| Total spent from 1 April 2022 to 31 March 2023 | 0.00 |  |  |  |  |
|  |  |  |  |  |  |  |
| **Parish CIL balance as at 31 March 2023** | 2,753.48 |  |  |  |  |
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