

# **Wacton Parish Council**

**Minutes of the Meeting of the Parish Council held at Wacton Village Hall.**

**At 6pm on Wednesday 1<sup>st</sup> March 2023.**

**Present: - Chair Ian Mortimer. Councillors: Pete Fraser, Kat Marshall, Laura Dolton and Felicity Perry and Gary Mulhall**

**Parish Clerk: Alan Arber**

**Four members of the public was also present plus District Councilor Barry Duffin**

## **Public Participation**

### **1. To consider apologies for absence.**

No apologies received.

### **2. To receive any disclosures of interest.**

Gary Mulhall for payment in item 11 as Mulbee Solutions.

### **3. To approve the minutes of the Parish Council meeting held on 1<sup>st</sup> February 2023**

The minutes were agreed as a true record of the meeting.

**Proposed: Pete Fraser**

**Seconded: Gary Mulhall**

### **4. To consider matters arising from the last minutes (for information only).**

None reported.

### **5. To receive a report from the County Councillor.**

County Councillor Alison Thomas gave the following report.

No report

### **6. To receive a report from the District Councillor.**

Barry Duffin gave the following report.

SNDC quiet except for the election

If you are going to vote must have voter ID if you do not you cannot vote.

Coronation grant for £200 available and can be used at any time no restrictions.

Purdah starts next month and nothing to report during that.

Bypass planning application is going on the 15<sup>th</sup> March and all sounds positive from all agencies moving forward.

**7. To receive the Footpath Wardens report.**

The Footpath that runs on the green near the pond is missing its finger post.  
Buttles Lane Finger post information sent into highways for replacement.

**8. To receive a report from the Village Hall Committee.**

Outcome of Licensing Inquiry: An advisory meeting was held in December with representatives from the Local Authority and Safer Neighbourhood Team. Current licensing arrangements are in order. Recommendations that named individuals associated with the licence will encompass both organisations' committees have been agreed with the Chair of the Social Club. The Village Hall Committee has updated terms and conditions to reflect this along with a condition that hirers will be required to get a Temporary Event Notice should they wish to sell alcohol without using existing licensing arrangements.

VDU/Sound System: The outcome of the grant application for the acquisition of display and sound system is still pending.

Maintenance: It was agreed to accept the tree surgeon's quote to reduce the size of the two cherry trees in front of the hall: to be completed as soon as possible.

AOB: The Committee agreed to appoint John Johnson as Chair.

**9. To consider Planning applications.**

Planning applications as follows

2022/2117 Church Farm No comment.

2023/0414 Pecks Cottage No comment.

2023/0415 Pecks cottage No comment.

2023/0267 LeGrys farm No comment.

2023/0268 LeGreys farm No comment.

**10. Correspondence.**

Nalc Training courses

Elections details received.

Plusnet bill received.

O2 bill for clerk's mobile received.

J Ross completed hedge work

J shave correspondence and quotes received

New Website upgraded.

Emails regarding King Coronation grant

Email to councillors on looking at new dog bin to order.

Email to say new play equipment detailed to start week commencing 13<sup>th</sup> March.

Sonya Blythe agreed to undertake our Internal Audit for this year.

Planning applications as detailed above.

Bill from Mulbee solutions for cutting of bus shelter.

NPTS subscription for 2023-24  
NPTS Training invoices  
Wacton Village Hall report received.  
King Coronation event emails to say being held in Summer.

## 11. Authorisation of Payments.

### 1. Finance

|   |          |
|---|----------|
| Payment of Clerks monthly salary and expenses January         | £568.98  |
| Payment to Norfolk Pension Service for Clerks pension January | £192.13  |
| Payment to HMRC for Tax and NI                                | £210.82  |
| Payment to Mulbee Solutions for pond clearance work           | £90.00   |
| Payment to NPTS for clerk and Councillor training             | £147.00  |
| Payment for Viking Stationery                                 | £239.74  |
| Payment to J P Ross for Victoria Cottages work                | £50.00   |
| Payment to 02 for Clerks Mobile                               | £10.49   |
| Payment to NGF Play for new play area                         | £7592.34 |
| Payment to Unity Trust for bank charges                       | £18.00   |
| Payment to SNDC for annual dog bin charges                    | £256.44  |
| Payment to Plusnet for broadband charges                      | £32.28   |

**Proposed: Ian Mortimer**

**Seconded: Felicity Perry**

The Clerk reported that the Parish Council was in good financial health and produced an up-to-date financial report. The current balance after the payments made at today's meeting is £23,206.23.

The clerk also commented that the final form had been completed for the bank card and will scanned and submitted to Unity Trust on the 2/3/2023.

The clerk reported that the chairman had undertaken the internal control report and that he was very happy with the work of the clerk and found everything in order.

## 12. Report of ongoing matters.

- **John Shave Ditch works.**

The clerk commented that he had received two quotes for the works, and these are both very expensive and two councillors had looked at the information provided by the parishioner and it seems that the land is not owned by the parish council, so we are not liable to pay for the works. It was agreed that if the parishioner could provide definite evidence of the parish council owning the land we would reconsider our decision

- **Victoria Cottage Hedges**

The work is completed so can come off the agenda.

- **Woodland Project**

No report

- **Councillor and Clerk Training**

Clerk has booked himself on Excel and Word training to update his knowledge on both the platforms. The clerk and Councillor Mulhall will attend NPTS essential seminar at the end of March.

- **To discuss Defibrillator Training**

The clerk is awaiting dates to get this booked in

- **Ditch at Village Hall**

No further comments made on this.

- **Dog bin on Sallow Lane**

The clerk had sent details of dog bins and prices and just needs final agreement asap to get this ordered but it will not arrive until the new financial year.

- **Coronation Event**

The event will be held in the summer to give more time to organise. The clerk will still submit the grant application to see if we can get the £200 grant for that date. No date as yet but August is a date that could be the best date.

**13. Matters raised by councillors and members of the public (for information only)**

29<sup>th</sup>/30<sup>th</sup> July is available for Hoggies.

Sunday 20<sup>th</sup> August for is available for Hoggies too.

John Shave issue looked at by a parishioner.

Defib Dates for all parishioners to attend.

We will not be doing anything on the weekend of the coronation.

The dog bin cost will be agreed at the next meeting and a parishioner will take photos and submit information herself.

**14. To receive details of Parish Speed Watch.**

The clerk will download the SAM machine for the next meeting. No volunteers needed at present. Nothing has been done this month due to the weather.

**15. To discuss the need for New Parish Councillors.**

The clerk commented all the forms are out and will be completed and will be taken to Horizon House by the clerk around the 7<sup>th</sup> March and any forms must be sent in by 4<sup>th</sup> April at the latest and any forms after these will not be allowed for the election. \*/

**15. Items for next Agenda.**

Litter Pick

Jobs around the village

Mess around the green around the parking area and a bin on the green

Meeting closed at 6.40 pm.

Next Parish Council Meetings 5<sup>th</sup> April 2023 at 6pm

