

# Wiveton Parish Council

MINUTES of the Parish Council Meeting held on  
Wednesday 11<sup>th</sup> September 2019, 7.30pm at the Parish Room

**Present:** John Ramm (Chair), Carolyn Newman (Vice-chair), Martin Pearce, John Ratcliffe, John High, Antonia Hardcastle, Rachel Pryor and Catherine Fletcher (Clerk)

**Also present:** Three members of the public.

## 1. Welcome, Apologies and Declarations of Interest

(a) To receive and consider apologies

No apologies were received.

(b) To receive Declarations of Interest and consider requests for Dispensations on agenda items

No Declarations of Interest were received.

## 2. Minutes

(a) To approve the minutes of the meeting held on 12<sup>th</sup> June 2019

The minutes for the meeting held on 12<sup>th</sup> June 2019 were **approved** as a true record of the meeting.

(b) To approve the minutes of the Extraordinary Meeting held on 23<sup>rd</sup> August 2019

Part of item 3 of the minutes was **amended** to state:

She will be paid monthly and normally expect to work for **9** hours a month.

The amended minutes of the Extraordinary Meeting held on 23<sup>rd</sup> August 2019 were **approved** as a true record of the meeting.

**3. Matters arising from the minutes (for information only)** To report on matters from the minutes not covered elsewhere on the agenda

No matters arising from the minutes were reported.

## 4. Reports from County and District Councillors and the Police

(a) To receive reports from the County Councillor, District Councillor and Police

County Councillor Dr Marie Strong had sent her apologies and a report that had been previously circulated.

No report was received from District Councillor Karen Ward or the Police.

## 5. To introduce the new clerk

The new clerk was introduced and welcomed to the council.

## 6. To confirm the Martin Pearce as Parish Council Member

Cllr. Pearce was welcomed to the council.

## 7. Finance:

(a) To approve the payment of invoices received since the last meeting

A number of invoices had been previously approved but not noted. They were as follows:

i.	J Ramm	Planning Application	£300.00	
ii.	D Francis	Grass cutting	£90.00	
iii.	A Beal	Village Party	£258.98	
iv.	E T Myers	Grass cutting	£75.00	
v.	D Francis	Grass cutting	£60.00	
vi.	J Ramm	Village Party	£125.00	
vii.	Indigo Waste	Bottle bank	£25.92	(VAT £4.12)
viii.	Yetman's Brewery	Village Party	£83.76	(VAT £13.96)

Two further invoices had been received since the publication of the agenda:

ix.	D Francis	Grass cutting	£40.00
x.	Dr A C Hardcastle	Hard drive	£55.99

All ten invoices were **approved** for payment.

## 8. Governance

(a) To agree to the creation of a new Parish Council website

It was **agreed** to create a new Parish Council Website at a cost of £35 per annum.

(b) To agree to a phone line for the Parish Council

It was **agreed** to set up a new Parish Council phone line at a cost of £6 per month.

(c) To agree to the creation of a new Email Directory for the Village

It was **agreed** to update the current village email directory.

(d) To agree to the use of the laptop by the Clerk for Parish Council business

It was **agreed** that the laptop will be used by the Clerk for Parish Council business.

It was noted that Microsoft Office software may be required.

## 9. Wiveton Village Party

To thank the Parish Room Committee and others for their work towards the Village Party

It was reported that the village party had gone extremely well, over 100 people had attended. The Council wished to thank all those involved.

## 10. Ralph Greenaway Trust

To nominate a trustee for the Ralph Greenaway Trust

It was **agreed** to nominate Barbara Veitch as a trustee for the Ralph Greenaway Trust.

## 11. Sandy Lane

To receive any updates regarding Sandy Lane

It was **agreed** that Sandy Lane is overgrown and needs to be cut back.

It was noted that part of the hedge required re-planting.

There was some discussion as to if it would be appropriate to install either posts or a gate at the end of Sandy Lane to discourage motor vehicles.

## 12. The Allotted Land

To consider the future use of the Allotted Land

It was reported that notice to quit had been given to the tenants of the allotted land on 3<sup>rd</sup> June 2019. The three month notice period had now passed and much material had been cleared from the land, although a significant amount still remained.

It was **agreed** in principle that the top end of the field could be used for car parking spaces with a permit system for residents and the possibility of providing parking for Parish Room events, with the rest of the land being split into up to 8 plots to be let.

It was noted that this plan may require some pruning of the surrounding trees.

It was noted that it was unclear if all previous rents for the allotted land had been received.

It was **agreed** to review the accounts for the last few years to identify which payments have been received.

## 13. The Overflow Car Park

(a) To receive any updates regarding the change of use of the overflow car park land

It was reported that the Planning Permission for the change of use of the overflow car park had been submitted in mid-July, but that there had been a problem with the application. The Chair is to contact the planning department to identify the issue.

(b) To consider options for closing the overflowing car park when not in use

It was reported that in line with the agreement with the pub, the overflow car park had been closed at the start of September.

It was noted that the work the pub had agreed to carry out, had not taken place. It was **agreed** to contact District Councillor Karen Ward enquiring if there were any updates regarding this.

## 14. Land Registry

To receive any updates regarding the registering of land in the village with the Land Registry

It was reported that the majority of the information required was now in place, though a few more pieces of evidence were required.

It was reported that there may be relevant information on the Council hard drive. It was **agreed** to review the information on the hard drive to see if it could assist this work.

**15. Parking Signs** To agree to the repair and/or replacement of the parking signs

It was noted that the car park sign required repair or replacement and that a reflective sign would be more effective at drawing attention to the village car park.

It was **agreed** to consider the options for signs at the next meeting.

It was suggested the wider village could be involved in the process of selecting signs and the possible locations.

It was reported that there was a problem with the speed of cars along the Coast Road, especially coming down the hill towards Cley. It was **agreed** to report this to NCC Highways and County Councillor Dr Marie Strong requesting a 30mph speed limit along the Coast Road.

It was **agreed** to report the following concerns to NCC Highways:

- The vegetation covering the sign between Beach Lane and Hall Lane.
- The vegetation covering the sign on Chapel Street opposite the allotment.

**16. Correspondence** To consider and respond to any correspondence received since the 5<sup>th</sup> September 2019

It was reported a poster had been received regarding the End of Season Festival in Blakeney that will be displayed on the notice board.

It was reported that a letter had previously been received regarding the overgrowth of brambles on the verge. It had been previously agreed that this would be cut back, but this had not yet taken place. It was **agreed** to cut this back.

**17. Any Other Business (for information only)**

No other business was reported.

**18. Parishioners' Questions**

A member of the public reported that there was a great deal of litter on the road into Wiveton.

It was reported that it is often hard to access the post box as cars can park directly in front of it. It was **agreed** to report this to NCC Highways, requesting a 'keep clear' sign.

**19. To confirm date of the next Parish Council Meeting, Wednesday 20<sup>th</sup> November 2019**

The date of the next Wiveton Parish Council meeting was confirmed as Wednesday 20<sup>th</sup> November 2019.

There being no further business the Chair closed the meeting at 8:48pm.