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 **WIVETON PARISH COUNCIL**

 **email : wivetonpc@gmail.com**

**Website :** [wivetonparishcouncil.norfolkparishes.gov.uk](http://wivetonparishcouncil.norfolkparishes.gov.uk)

**Chairman. : Cllr. John Ramm. Parish Clerk : Louise Stevens.**

**Vice-Chairman : Cllr. Martin Pearce.**

**Minutes of the Meeting of Wiveton Parish Council held on Thursday 2nd November 2023**

**at 7.30pm in the Parish Rooms.**

1. **Welcome and Apologies :**

**The Chairman welcomed everyone to the meeting.**

**Present : The Chairman Cllr. John Ramm, Vice-Chairman Cllr. Martin Pearce, Cllr. Phil Cheadle, Cllr. Richard Petley and Cllr. Mrs. Beal.**

**Also present District Councillor Dr. Victoria Holliday, Parish Clerk Louise Stevens and one**

**Parishioner.**

**Apologies were received from County Councillor Mr. Dalby.**

**2. Declarations of Interest and Requests for Dispensations :**

**None.**

**3. To Approve the minutes for the last Parish Council Meeting held on Thursday 7th**

**September 2023 :**

**The Draft Minutes had been circulated earlier by the Clerk. It was Agreed that they are a true record of the Meeting. Cllr. Cheadle proposed them and The Chairman seconded them**

**and duly signed the minutes.**

**Approved Minutes will be displayed in the Parish Notice Board outside the Parish Rooms,**

**on the Parish Council’s website and available on the village email.**

**4. Matters Arising :**

**Three ( 30% ) Parish Councillors need to be present for a PC Meeting to be Quorate, according to the Councils Standing Orders.**

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**5. To receive reports :**

**County Councillor Michael Dalby sent his monthly report to the clerk and this will be forwarded to all Councillors.**

**District Councillor Dr. Victoria Holliday gave her report to the meeting.**

**Holt Medical Practice are collating feedback from the Consultation for the Proposed closure of Blakeney Surgery. A decision is expected January / February 2024.**

**The Glaven Valley Conservation Area Review consultation has now ended.**

**North Norfolk District Council are proposing a Council Tax increase of 100% for**

**Second homes. Which means some second homes will be paying up to 200%**

**Council Tax.**

**Alerts for flooding of the River Glaven/Stiffkey are available. Environment Agency have been on strike all October.**

**Cley Parish Council are hosting a meeting with representatives from Anglian Water to discuss the storm outflows during October. Date to be confirmed and forwarded to all local Councillors.**

**A support fund for parishioners experiencing hardship remains available.**

**The Chairman thanked District Councillor Dr. Holliday for her report.**

**6. Parishioners Questions :**

**There were none.**

**7. Allotted Land - Progress Update :**

**Cllr. Richard Petley presented Councillors with a copy of the Allotted Land Proposal and Plan, which he had prepared after a meeting with Steve Beal on 29th September.**

**The plan details Three phases to the work.**

**Phase 1 The community getting involved with the clean up and prep. Saturday January 13th has been suggested for a working party.**

**Phase 2 Planting 16 mixed fruit trees. Plant hire will be necessary to prepare the ground. Estimated cost for all materials and machinery £1000.00**

**Proposed date for works February 13th.**

**Phase 3 Finishing and ongoing maintenance.**

**Purchase of two benches approx. £1000.00. Annual maintenance by local contractor estimated at £500.00. Voluntary donations will be encouraged for plants etc.**

**All Agreed to the Plan with its associated estimated costs.**

**All details will be available via the village email.**

**The Chairman has posts for marking car parking spaces and will install this month.**

**8. Planning Matters - Responses update :**

**PF / 23 / 1602 Church Cottage, The Street, Wiveton.**

**Demolition of existing ground floor extension - Approved.**

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**RV / 23 / 1210 Church Farm House.**

**Alterations to dwelling and associated works. Approve.**

**PF / 23 / 2289 Church Farm House.**

**New entrance.**

**Councillors discussed this application. No Objections, No Comments.**

**PF / 23 / 1998 Long Furlong Cottage, Blakeney Long Lane.**

**Erection of replacement detached garage, roof space accommodation and associated**

**alterations.**

**The issue of extensive new glazing was discussed. Cllr. Pearce to send response with concerns to the Planning Officer.**

**9. Finance - To set Precept, approve payments, clerks salary :**

**The clerk reported that the second Precept payment £1968.50 was received 29th September.**

**Balance in Current Account £20,679.24**

**Balance in Deposit Account £20,163.44**

**The Precept requested by the Council for the current year is £3937.00. This was worked out**

**with a tax base of 82.23, equating to parishioner contributions of £47.87 per household.**

**The estimated tax base for 2024/25 is 80.60, and therefore would have minimal effect on the parishioner’s contributions. It was Agreed that the Precept remains at £3937.00.**

**This can be reviewed annually.**

**Payments to Approve tonight :**

**NNDC. 10.34**

**E T Myers. 27.50**

**Countrystyle 54.00**

**L. Stevens. 293.50**

**Total £385.34**

**Payments were Approved, cheques drawn and signed.**

**The clerk reported that she had received correspondence from Barclays Bank requesting more personal information about all Councillors not just signatories, but has been unable to**

**contact the correct department or request appropriate forms. Community Accounts held by organisations and societies are under scrutiny and the Council will monitor the situation.**

**Some rental payments for the spaces on the Allotted Land have been received.**

**10. Casual Vacancy:**

**The Council now has a Casual Vacancy, due to the resignation of Nichola Harrison.**

**The Chairman expressed his gratitude to Nichola for all her hard work especially with**

**securing the new proposed Bus Stop at the top of Hall Lane, through the Parish Partnership. The Vacancy will be advertised through the normal process, with Co-Option of a new Parish Councillor in January 2024.**

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**11. Wiveton Bell :**

**The Chairman and Cllr. Pearce recently had a successful Zoom meeting with Birketts**

**to discuss the preparations for the Covenant, linked to the land at the front of the pub.**

**This will need to be Agreed and signed by the owners for proceedings to continue.**

**12. Wiveton Downs :**

**Cllr. Pearce is hoping to meet with Mr. Hollocks to discuss management of the Downs and will pursue the safety alterations for the steps.**

**13. Highways and village maintenance :**

**The clerk has responded to emails from the Highways Rangers requesting any necessary**

**works to be carried out locally. These include cutting back verges, hedges and cleaning**

**road signs.**

**14. Correspondence :**

**Cllr. Pearce has been contacted by Crane Buildings who have requested permission to**

**film in the village. A donation was offered and it was suggested that funds could be**

**used for planting on the Allotted Land.**

**Cllr. Beal has been contacted by the Parochial Church Council, who are proposing to install**

**a new Notice Board outside the church. This was discussed and Agreed that a drawing or plan should be requested from the PCC in order to help with making a decision. The clerk**

**to email PCC to request this.**

**15. Any other business :**

**Two candidates for the position of Trustee to the Ralph Greenaway Fund were received.**

**Cllr. Beal have a brief description of the history for this fund.**

**It was Agreed that Dr. Antonia Hardcastle be appointed as the new Trustee.**

**The clerk will inform the PCC of this decision.**

**16. To Approve the meeting dates for 2024 :**

**The clerk had circulated the dates for bi-monthly meetings in 2024.**

**Due to Objections to bi-monthly meetings, these dates were not approved. The clerk**

**stated the Council needed to be consistent and reliable with its dates, and the extra expense of monthly meetings would need to be discussed. It was Agreed that the next meeting will be Thursday 11th January 2024. No further meeting dates were**

**decided.**

**The meeting ended at 9.25pm.**

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**Chairman. Date.**