

# Wickhamford Parish Council

Clerk to the Council, Mike Smith, 12 Pitchers Hill, Wickhamford, WR11 7RT

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To Wickhamford Parish Councillors.

You are duly summoned to attend the Wickhamford Parish Council meeting at Wickhamford Memorial Hall on the 13<sup>th</sup> May 2015 at 7.30pm.

## Agenda

- 1. Apologies.  
To receive apologies and to approve the reason for absence
- 2. Declaration of Interest.
  - a. Councillors are reminded of the need to update their register of interests.
  - b. To declare any personal interests in items on the agenda and their nature.
  - c. To declare any prejudicial interests in items on the agenda and their nature.  
(Councillors with prejudicial interests must leave the room for the relevant item(s)).
- 3. Due to the previous Annual Parish Meeting there will be no Public Session  
Councillors are reminded that only items on the Agenda can be discussed during the meeting. Councillors are also reminded that they are not allowed to use the Public Session to raise their own item(s). These must either be on the Agenda or the Clerk must be requested to add the item(s) to the next meeting Agenda.

Members of the public may not take part in the Parish Council meeting itself.

- 4. Review of minutes from the previous meeting.  
To consider the approval of the minutes of the last meeting of the Council.
- 5. Matters arising from the previous meeting
- 6. District/County Councillors Report.
- 7. Police Officers Report.
- 8. Fencing.
- 9. Rate Relief (Wayside Farm Shop).

- 10. Sports Club / Football.

- 11. Play Area Report.

- 12. Planning Committee

- 13. Plans for review. (if applicable)

I have been informed that a planning application is in the process of being submitted to WDC by Rooftop Housing to build five 2 bedroom homes with parking at the end of Sandys Avenue by Rooftop Housing.

As this is a large scale application affecting a number of households I will call a special meeting inviting all residents of Sandys Avenue, and any affected households, if they wish to attend, when the application is received from WDC

Plans already reviewed,

W/15/0069/AA, Heathercombe Lodge Farm (Dogs Trust)

Comments uploaded on WDC planning website

W/15/00680/AA, 95 Pitchers Hill (Cats Protection)

A "no comments" uploaded on WDC planning website

W/15/00746/PP, "Helvellyn" 38 Pitchers Hill

A "no comments" uploaded on WDC planning website

W/15/00407/PN, Heathercombe Lodge Farm (Dogs Trust)

A "no comments" uploaded on WDC planning website

- 14. Finance.

a) Balance sheets made available for Councillor's.

b) Internal audit to be agreed & signed ready for external auditor

Cheques to be signed,

R. Langdon, Lengthsman (March & April)

Calc, Affiliation Fees

Smart Cut, Fencing

Smart Cut, Grasscutting (March & April)

Playsafety, Play Area Inspection

M. Smith, Newsletter + Mileage / Parking

J. Newbury, Post Cement

P. Burch, Internal Audit

Zurich, Insurance

Receipts,  
Tomlins, Internment Fee £60.00  
Simply Stone, Headstone Installation £150.00  
Tomlins, Plot + Internment Fee £120.00  
Lengthsman, Reimbursement £144.00  
WDC, Precept £4,585.00  
WDC, Grant £415.00  
WCC, Grasscutting Rebate £712.00

- 15. Correspondence

Letter sent to the local Funeral Directors reminding them of their obligation with regard to the information required for a burial / internment for Parish records.

Letter sent to "Simply Stone re installation of a new headstone.

Letter to be sent to R. Langdon (Lengthsman) re his resignation.

Letter sent to Smart Cut regarding the grasscutting in March & April

Email sent to Smart Cut regarding damage to shrubs at 65 Pitchers Hill

- **Items for the next Agenda**

- 16. To confirm the date of the next meeting as 8<sup>th</sup> July 2015

Items for the next Agenda must be received 7 days prior to the above date.

Mike Smith

Clerk to Wickhamford Parish Council