

# 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 11<sup>th</sup> May 2016 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. Cemetery Charges (UN)
- 9. Road Signs (TW)

- 10. Bus Shelter Notice Board (TW)
- 11. Community Benefit Fund & Rooftop Fund (Clerk).
- 12. Play Area Equipment Update.
- 13. Councillor Vacancy. (Clerk)
- 14. Lengthsman Vacancy (Clerk)
- 15. Sports Club Events Insurance (JN)
- 16. Parish Council Insurance. (Clerk)
- 17. Correspondence.
  - Loose kerb stones on the corner of Manor Road / Coombefield Road reported on Highways website on 28/3/16, ref. no. 6888943
  - Emailed B. Thomas (WDC) on 28/3/16, re building site at Drysdale Close regarding rainwater harvest system. Enforcement have been informed by B. Thomas
  - Emailed P. Schroenrock (Police) on 28/3/16, re long term parking (abandonment) of a vehicle at Coombefield Road.
  - Tele con with Rooftop Housing (29/3/16) re residents' complaints regarding parking issues.
  - Email from the project manager confirming the completion of the Solar Farm at Mount Farm and also regarding the Community Benefit Fund contribution to the Parish Council. (Item 11)
  - Emailed T. Collins at Rooftop Housing to discuss complaints received from Rooftop residents regarding parking issues. Follow up meeting arranged.
  - Contacted Rooftop Housing, WDC Enforcement & B. Thomas regarding complaints received from residents of Sandys Avenue of lorry traffic to building site before the agreed time of 10.00am for deliveries.
  - Request received from a resident for the Lengthsman position. Requested details, & contract sent. Awaiting return of contract copy & details. (Item 14).
  - Email from Councillor T. Waller reporting an incident of a child falling down a hole on private land. Possibly an old well. Local PC will follow up with landowner.
  - Telephone call received from resident re twin trailer lorry attempting to deliver to Sandys Avenue building site at 7.00 pm on 18/04/16. Also attempting to deliver the following morning at 7.30 am. Builders & Rooftop contacted.
  - Telephone call and further letter received from Rooftop re our application for funding. (Item 11)
  - Meeting arranged with Came & Co. (4/5/16) re insurance quote. (Item 16)
  - Request received from a resident to become a councillor. Details sent. (Item 13)
  - Meeting arranged with Playdale (3/5/16) to finalise Play Area quotation. (Item 12).

- 18. Plans for review. (if applicable).  
Windward House, Murcot Turn, Appeal Dismissed  
  
W/16/00115/PP, Lower Field House, Longdon Hill  
“No objections” uploaded to WDC planning portal.
- 19. Finance.
  - a) Balance sheets made available for Councillor’s.
  - b) Internal audit to be agreed and signed for external auditor

Cheques to be signed,

M. Smith, Newsletter £30.00

Wickhamford PCC, Mowing Donation £250.00

G. Evans, Lengthsman (Mar/Apr) £288.00

Smart Cut, Grasscutting (Mar) £226.80

Calc, Affiliation Fees £373.19

Smart Cut, Grasscutting (Apr) £226.80

P. Burch, Internal Audit £75.00

Receipts,

WCC, Lengthsman (Feb) £144.00

WCC, Lengthsman (Mar) £144.00

WDC, Precept + Grant £5,000.00

HMRC, VAT Reimbursement £2,349.79

Rooftop Housing, Grant £5,000.00

### Items for the next Agenda

- 20. To confirm the date of the next meeting as 13<sup>th</sup> July 2016

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

Mike Smith

Clerk to Wickhamford Parish Council