

# WOOD DALLING PARISH COUNCIL

Minutes of Wood Dalling Parish Council meeting held on Tuesday 9 January 2024 at 7.30pm  
in the Village Hall, Wood Dalling

**Present:** Jonathan Wilton (Chairman), Kerry Oldfield (Vice Chair), Sarah Ambrose, Rory Harrold and Jeff Topp

**Officer:** Laura Trabucco (Clerk)

**Member of the Public:** Norfolk County Council Greg Peck and Broadland District Councillor Dave Thomas were present

## **To consider apologies for absence**

**24/01:** Apologies were **accepted** for Cllrs Alex Clark-Rudd and John Rawlinson.

## **To receive declaration of interest for items on the agenda and to consider any dispensation**

**24/02:** Sarah Ambrose declared an 'other' interest for Min 24/05 (i) as she is Chairman of the Village Hall Committee, Jeff Topp declared an 'other' interest for Min 24/05 (ii) Newsletter and Jonathan Wilton declared an 'other' interest for Min 24/05 (iv) for a white caravan on Red Pits land.

## **To confirm the minutes of the meeting held on Tuesday 7 November 2023**

**24/03:** These were agreed as a true and accurate records of proceedings. The Chairman signed the minutes.

## **Public Open Forum**

**24/04:** None

## **24/05: To receive Committee reports and recommendations**

- i Village Hall** – Sarah gave a verbal update and mentioned the leakage in the roof had been fixed.
- ii Newsletter** – Jeff thanked the volunteers who helped deliver the Newsletter throughout the year and especially near Christmas.
- iii Church** – No update received. Kerry mentioned that the Carrol Service had been a success.
- iv Norfolk County Councillor (NC Cllr) & Broadland District Councillor (BD Cllr)**  
NC Cllr Gerg Peck gave a general update on Norfolk County Council matters and mentioned that the raining weather had caused problems with tankers not been available. In case of an emergency, he highlighted that the immediate contact would

be to call 999. Reporting drainage and flooding problems would need to be done [online](#) on the Norfolk County Council website.

BD Cllr Dave Thomas gave an update on matters relating to Broadland District Council and mentioned that he contacted the Compliance Officer with reference to the white caravan on Red Pits land. An email had been received and a further update will be given at the next meeting.

Residents and business had been invited to get involved and share their priorities in the spending for the next 12 months in the Broadland District Council budget consultation which runs until 17 January 2024.

#### **24/06: Planning**

- a To consider a response to planning application [2023/3752](#): 9 Church Lane, Wood Dalling. Proposal: Alterations to existing single storey rear kitchen and construction of side porch. Amendments to fenestration and clad walls.  
**Council comment: Approval**
  
- b To receive a report on plans refused/accepted by Broadland District Council.  
**None**

#### **24/07: Matter Arising from Minutes**

**To hear an update and to consider any necessary action with regard to the following:**

- a **Noticeboard quote received.** An update was given and Jeff mentioned that the carpenter would be able to repair the Noticeboard for £300.00, which includes replacing the glass with clear Perspex acrylic sheet panels and be cost-effective. A quote had been shared at the meeting and it was **agreed** to go ahead with the repairs for £300.00.
  
- b **Village Sign update and suggestions.** Kerry met both companies before the Christmas holiday and received one quote just before the meeting. She will chase the forge company in Aylsham for a comparison. Jeff will ask the carpenter if he has other suggestions and also if he could help finding the wooden post at a lower cost.
  
- c **Town House update.** Rory confirmed the new backdoor had been fitted, the boiler was working and the tenants were happy. He mentioned that in the spring/summer the retaining wall, behind the house, would need some repairing work and he would look at options and costing.
  
- d **Highways issues/potholes/hedge cutting/verge cutting**  
The storms and heavy rain had caused roads to flood, especially on Crabgate Lane North. NC Cllr Greg informed members of the council to take pictures of the flooded

road and report it to Norfolk County Council Highways using the 'what3words' location of the flooding.

Jonathan had reported the tree on the cable to Openreach.

- i. **To receive quotation for Grass Cutting season 2024 (10 cuts between March and October 2024).** The quote from Matt had been circulated to member of the Council ahead of the meeting. A comment was made to inform that it had slightly been increased by £30.00 per cut from last year. It was **RESOLVED** to go ahead with Matt Packman Property Maintenance Grass Cutting season 2024 for the 10 cuts between March and October 2024 in the amount of £3,650.00, payable in 10 instalments of £365.00.

- e Windfarm projects (if any) – **None.**

#### **24/08: Budget and Precept**

- a. **To consider and agree the budget and precept for 2024/25**

The budget was reviewed and the forthcoming expenditure was predicted. **The Budgetary need was agreed at £15,685.20 and the precept was set at £1,888.00 resulting with no increase for a band D property.**

#### **24/09: New items**

- b. **To consider applying for the '[Clean Up and Bloom](#)' grant available from Broadland District Council**

It was **agreed** to apply for this grant of £300 and to consider how this could be spent.

- c. **To consider what the Parish Council could do to conserve and enhance biodiversity**

The Parish Council's duty was noted and initial consideration was given. Ideas put forward included what could be done as part of the project and Sarah Ambrose volunteered to be the representative leading this project.

#### **24/10: Finance**

- a To following payments made since the last meeting were **noted**:

i	Matt Packman	Grass cut no. 10 on 17.10.23	£335.00
ii	Dempsey Heating	Town House boiler fault issue	£104.40
iii	SSGE	Town House new back door	£1,400.00

- b To following were **approved** for payment:

i.	Cheverton & Son Ltd	Nov/Dec 2023 Newsletter	£ 50.00
ii.	Mrs L Trabucco	November Salary & Expenses	£177.38
iii.	Mrs L Trabucco	December Salary	£168.08
iv.	Mrs L Trabucco	Post office / signed for service (x2)	£ 5.20

v. HMRC	PAYE month 6 (£40.80) & 7 (£0.24)	£ 41.04
vi. HMRC	PAYE month 7 (£37.96) & 8 (£44.20)	£ 82.16
vii. Lycamobile	Mobile sim only November	£ 1.95
viii. Lycamobile	Mobile sim only December	£ 4.90

**24/11: To consider correspondence received. Noted**

Email	Norfolk County Council	Norwich Western Link Project Update	For information
Email	South Norfolk and Broadland District Council	Code of Conduct and new key staff	For information
Email	South Norfolk and Broadland District Council	New Nationally Significant Infrastructure Project (NSIP) Information Pages	For information
Email	Broadland Tree Warden Network	Survey	For information
Email	Community Horsea3	Updated Advance Work Notice – Reepham Rd, Salle – Road Closure	For information
Email	South Norfolk and Broadland District Council	Invite to attend the Broadland and South Norfolk Town & Parish Council Forum for 2024	10 <sup>th</sup> January at 2pm to 3pm (via Zoom)

**24/12:** General Parish Issues (for information only). **None**

**24/13:** The date of the next meeting was **agreed** for Tuesday 5<sup>th</sup> March 2024 at 7.30pm

**24/14:** It was **RESOLVED** to exclude the public under the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the items to be discussed. **Members of the public left the meeting at 8.35pm**

**ITEMS MAY BE HEARD IN CONFIDENCE / BELOW THE LINE**

**24/15:** The 2022/23 Local Government Services Pay Agreement was noted and it was **agreed** to implement the pay award and back pay for the current Clerk from January 2024.

**24/16:** The meeting closed at 8.50pm

Chairman signature .....

Date .....