



## **FULL PARISH COUNCIL MEETING - AGENDA**

You are hereby summoned to attend the Wroxham Parish Council Meeting in the Hub, Norwich Road on:

**2<sup>nd</sup> February 2023 6.30pm**

Press and public welcome.

1. **ATTENDANCE** - To note those present and to consider apologies for absence.
2. **DECLARATION OF INTEREST** Members are invited to declare a previously undisclosed interest relating to any item on the agenda and to ask for a dispensation to vote on matters in which they have a disclosable pecuniary interest or other non-financial interests.
3. **MINUTES OF PREVIOUS MEETING** - to agree the accuracy of the final minutes of the Parish Council meeting of the **1<sup>st</sup> December 2022**.
4. **PUBLIC SPEAKING**
  - 4.1. To receive a report from Broadland District Councillors (BDC).
  - 4.2. To receive a report from Norfolk County Councillor (NCC) for Wroxham Ward and to note relevant points from the Broads Authority (BA). To discuss closure of Wroxham's closest recycling centre.
  - 4.3. Public speaking - to allow the public to speak on any Parish matter up to 5 minutes each and not exceeding 15 minutes in total.
    - 4.3.1. Request to discuss developments in Broadband provision.
    - 4.3.2. Request to discuss developments to increase power supply to Wroxham Football Club.
5. **MATTERS ARISING FOR INFORMATION ONLY**
6. **PLANNING & TREE WORKS – Cllr M Ailsop & Cllr Joynson**
  - 6.1. Water abstraction licences – response from the Broads Authority – **Clerk**.
  - 6.2. 6 Charles Close, NR12 8TU, proposed single storey extension. Broadland District Council application number 20221928. Closing date 28<sup>th</sup> December. **NO OBJECTION**.
  - 6.3. Holly Cottage, 22 Church Lane, Wroxham. Broads Authority Application No: BA/2022/0432/HOUSEH. Part retrospective replace timber quay heading. Deadline for comments: 25th January 2023. **NO OBJECTION**.
  - 6.4. 125 Norwich Road. Ground floor extension and conversion of attic space. Broadland District Council application no 20222062. Closing date for comments 2nd February 2023.
  - 6.5. 45 Charles Close, NR12 8TU. Proposed single storey side and rear extension with alterations to finishes and window openings. BDC application no: 20230069. Deadline for comments 5th February.
  - 6.6. Tree works applications in BA and BDC Conservation Areas:
    - 6.6.1. 4 Park Road, NR12 8SB. BDC application no 20221977. Fell 3 fir trees.
    - 6.6.2. 23 The Avenue, NR12 8TR. BDC application no 20221981. T1 - Beech - dismantle down to just above ground level T3 - Douglas Fir - remove 2 x broken branches to make safe.
    - 6.6.3. Hill Barn, 4 Skinners Lane - Broads Authority application number: BA/2022/0495/TCAA. T1: Oak - reduce long lateral growing towards property by 3m. Remove storm damaged limb. T2&3: Beech - crown raise to 5m.
    - 6.6.4. 90 Charles Close – remove a 11m high Willow. BDC application no: 20230039.
    - 6.6.5. 45 Charles Close - T1 Sweet gum tree - Approx 10m height and 9m width. Reduce height by 3.5m and width by 3.15m. BDC application no 20230070.

7. **LIASON WITH OTHER BODIES – Cllr M Allsop**
  - 7.1. **Norfolk Police:** to report on the priority setting meeting of the 15<sup>th</sup> December.
  - 7.2. **BDC Town and Parish Council Forum** – to report on the meeting of the 16<sup>th</sup> January and to note the next meeting 13<sup>th</sup> February.
  - 7.3. **Hoveton & Wroxham Alliance** – to report on the meeting of the 30<sup>th</sup> January.
  
8. **FINANCIAL MATTERS – Cllr Fiske**
  - 8.1. To review this period's financial position:
    - 8.1.1. To note total bank balances for period.
    - 8.1.2. Receipts - to note receipts in the period.
    - 8.1.3. Payments - to agree payments as recorded in the presented schedule.
  - 8.2. To review the minutes from the latest Finance meeting.
  - 8.3. To review and agree costs for grass cutting and maintenance work at the Churchyard, Cemetery and Agnes Gardner King playground for 2023 season.
  
9. **GOVERNANCE AND ADMINISTRATION – Cllr Everett**
  - 9.1. To discuss the forthcoming election in May 2023, discuss who intends to stand, to note election training for the Clerk and to note the revised meeting date due to the election.
  - 9.2. To sign off the annual review of the operational risk register.
  
10. **ACTION PLAN:**
  - 10.1. **Adoption of Wherry Gardens** – update – **Cllr Fiske.**
  - 10.2. **Coronation** – update - **Cllr E Allsop**
  
11. **HISTORIC & BURIAL SPACES**
  - 11.1. To discuss a permanent memorial for Agnes Gardner King in St Marys Church – **Cllr E Allsop**
  - 11.2. To review the proposed revision to the burial plot layouts at the Cemetery – **Cllr Mantle**
  
12. **SPEEDING –Cllr Joynson** – to discuss petition re speeds on The Avenue and SAM2 data
  
13. **CAEN MEADOW WORKING GROUP** – Cllr Fiske - to review the minutes from the last meeting.
  
14. **CORRESPONDENCE:**
  - 14.1. Request for the Parish Council to help provide a service providing laundry services to those suffering from the Cost-of-Living crisis.
  - 14.2. Letter from resident regarding lack of street lighting and signage at the junction of Salhouse Road and the Wherry Gardens estate.
  - 14.3. Police Budget consultation – closes 16<sup>th</sup> January.
  - 14.4. Requests from residents for street sweeping for Hartwell Road and The Avenue.
  - 14.5. To note the requirement for photo ID when voting in elections. Free ID cards are available.
  - 14.6. To note that NP Law have withdrawn its subscription service and will be providing Parish Council's with advice on an hourly rate basis.
  - 14.7. Draft Coastal Adaptation Supplementary Planning Document – consultation closes 8<sup>th</sup> March.
  - 14.8. Reminder that Anglia Water are laying a new pipeline adjacent to the Broadland Northway (NDR) from the 6<sup>th</sup> February – closure of the south end of the Salhouse Road and the footpath on the NDR.
  
15. **ITEMS FOR NEXT AGENDA** – 3<sup>rd</sup> March 2023 at 6.30pm