Present: Councillors Crome (Chairing the meeting), Marshall-Grint, Edwards, Merrey, Nurse, Malik, Kilham, Tite
In attendance: Mrs R Curtis (Clerk)

There were 2 members of the public present

1. Apologies – Cllrs Pulsford-Harris, Border, Cox

2. Declaration of Interest – None

3. Acceptance of Office by New Councillor
Les Tite was welcomed to the Parish Council by Cllr Crome. He signed the declaration of acceptance of office.

4. Minutes of last meeting
It was unanimously agreed that the minutes of the meeting held on Tuesday, 3rd January 2017 be signed as a true record of the meeting.

5. Matters arising
- The Parish Council thanked Cllr Nurse for attending to the repairs at the war memorial so quickly.
- Cllr Marshall-Grint reported that the streetlight near his house was now working.
- The Clerk reported that she was in receipt of a contract with BT and confirmation of adoption of the telephone box on the Green.

6. Law and Order
- Cllr Malik reported he had attended the last SNAP meeting on 17th January, items relating to North Wootton Parish was the vandalism incident at the bus shelter and a community resolution had been undertaken by the girl who admitted to causing the damage.
- The Clerk reported that the PCSO’s are to produce monthly newsletters for Parish Councils with the aim of increased community engagement.

7. Open Form
The vice-president of North Wootton Women’s Institute said that her organisation would like to work closer with the Parish Council to look after the phone box on the Green now it has been adopted. They would like to run a book bank and in addition a plant exchange in the summer months. The Council discussed the idea of locking the phone box at night and the Clerk is to check details with the insurance company and ask Castle Rising Parish Council how they run their book exchange. It was agreed to work together with the WI on this and the Clerk will meet with Mrs Cohen to look at the phone box and bring ideas back to the next Parish Council meeting.

8. Correspondence List

North Wootton WI

12/1/17 – Red Telephone Kiosk
A letter from the WI expressing their interest in working together with the Parish Council to look after the telephone kiosk once adopted.
This was discussed in Item 7, above
CPRE  

26/01/17 – Pledge regarding new development
CPRE have written to parish councils in the West Norfolk area asking them to sign a pledge which supports its campaign aimed at ensuring that no new sites are allocated for house building in revised local plans to 2029 or 2036 until all existing allocation in current core strategies have been developed.

The Parish Council discussed this and agreed to sign the pledge.

Norfolk County Council  

07/02/17 – Update on fire at Manor Farm, North Runcton
The fire is contained and the size of the pile has reduced by 70% since ignition on 21st January. It is predicted to burn for another 4/5 days and then it could smoulder for up to 2 weeks.

9. Finance

Payments for approval

<table>
<thead>
<tr>
<th>Bal. b/fwd.</th>
<th>£51,740.81</th>
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Less Expenditure:
- DD – EON Charges for December 782.12
- Chq 001594 – British Telecom – Adoption of phone kiosk 1.00
- Chq 001595 – Glazewing – Wheelie Bin – Dec 12.00
- Chq 001596 – Glazewing – Annual Rental 35.52
- Chq 001597 – Westcotec – January Maintenance 250.48
- Chq 001598 – CGM – Flailing Hedge at Wootton Park 504.00
- Chq 001599 – MC Nurse – Work at war memorial 852.00
- Chq 001600 – Jet Reach – Empty Bins – Jan 40.00
- Chq 001601 – Glazewing – Annual Duty of Care Charge 72.00
- Chq 001602 – R Curtis – Expenses 17.15
- Chq 001603 – R Curtis – February Salary 448.93

Add Income:
- 24/01/17 – SWPC Recharge 1,240.05

TOTAL 49,965.66

The above expenditure was approved for payment.

The Council considered 3 quotes for the grass cutting contract for 2017, it was agreed to go with Norse.

10. Highways
Clerk to enquire when the barriers on Nursery Lane will be removed.
11. **Wootton Park Association**
   The meeting took place on 24\textsuperscript{th} January and the following was discussed;
   - Picnic in the Park is to take place on 17\textsuperscript{th} June 2017
   - 200 Club now has 79 members, still trying to sign up more members
   - The next fundraiser is 3\textsuperscript{rd} March 2017, Race Night at South Wootton Village Hall
   - South Wootton Parish Council is to consider a contribution to purchase time credits at their meeting on 14\textsuperscript{th} February

12. **Street lighting**
   It has been noted that South Wootton Parish council have changed the bulbs in their streetlights to orange, Clerk to find out more information.

13. **Planning**

   **Decisions**
   - 16/01961/F – 43 Carlton Drive, extension – Application Permitted
   - 16/02017/F – 12 Carlton Drive, extension – Application Permitted
   - 16/02041/F – Sundial Cottage, extension – Application Permitted

   **Comments Made**
   - 16/02197/F – 71 Hayfield Road, extension – Support

   **New Applications**
   - 17/00158/F – 1 Manor Road, extension - Support
   - 16/00376/O – Land at the Priory, 3 new dwellings - this application has gone to appeal after being refused by the Borough Council. The Parish Council agreed to let its original comments of objection stand from the original submission.
   - 16/02231/OM – 635 Houses at Knights Hill - The Parish Council discussed the impact of this development on the surrounding areas in particular road infrastructure, strain on schools, doctors surgeries and hospital. It was agreed to echo the comments of objection and concern made by David Goddard and Castle Rising Parish Council. Clerk to draft a response and send to Councillors for approval.

14. **Village Hall**
   - Cllr Kilham has the accounts for the village hall. Clerk to scan and send to all Councillors.
   Discussion of this matter will be deferred until next month when there is a full attendance of Councillors.

15. **The Village**
   Nothing to report

16. **Any Other Business**
   The Clerk presented the revised complaints procedure which the Parish Council agreed to adopt. It was also agreed that the Clerk will post draft minutes on the notice boards and also on the website to allow for any complaints to be made within the 14 day period stated in the procedure.

The meeting closed at 8.10pm