

Wickmere with Wolterton Parish Council

NOTICE OF MEETING/ SUMMONS Ordinary Parish Council Meeting

You are invited/summoned to attend an ordinary Meeting of the Parish Council on
Wednesday 11th March 2026 at about 7.30 pm in the Village Hall, Wickmere

It will follow on from the Annual Parish Meeting
for the purpose of transacting the following business.

Vicky Tovell
Clerk to Wickmere Parish Council

Date: 4th March 2026

AGENDA

1. **APOLOGIES FOR ABSENCE** - To note and approve apologies received by the clerk prior to the meeting.
2. **DECLARATIONS OF INTEREST** - To receive declarations of interest in agenda items and requests for individual dispensations.
3. **MINUTES** - To approve the minutes of the ordinary meeting of 14th January 2026.
4. **ADJOURNMENT** - To adjourn the meeting to receive NNDC & NCC reports, comments from members of the public and those with a disclosable interest.
5. **CLERKS' REPORT & MATTERS ARISING** - to receive information on matters arising from previous meeting and those not mentioned elsewhere on the agenda
 1. To hear updates on compliancy requirements re email, website and Assertion 10.
 2. To note Whole Council Training materials from NPTS shared after Cllr Harmer's training.
 3. To update on 'North Walsham and surrounding Areas Clerks' Group' meeting 22-01-26
 4. To note Norfolk County Council election on May 7th 2026 and period of 'pre-election sensitivity'.
 5. Any other matters arising from the previous meeting not mentioned below
6. **COUNCILLORS' REPORTS**
 1. To hear Cllr Alwin Harmer's Report regarding ownership of Covid related grant monies
7. **FINANCE**
 1. To receive bank reconciliation and statement(s), noting transfer to savings account
 2. To receive VHMC grant request for 2026-27
 3. To approve payments and sign cheques (see below).
8. **HIGHWAYS** - to consider any highway matters raised
9. **PLANNING** - to hear updates on local planning matters
 1. **Planning applications received:**
 - **PF/26/0160** Goose Green Cottage Goose Green Wickmere Norwich Norfolk NR11 7LU Installation of a second storey gable end window constructed of wood in the east facing gable end wall. Circulated 09-02-26 Council view: no objections
 - **PF/25/2843/LA/25/2844 - Wolterton Park, Wall Road, Wolterton** NR11 7LY Internal and external works associated with conversion of existing and derelict Bullpen with extensions and

external alterations to offices for use associated with management of the Estate. Circulated 03-02-26 Council view: Support; comments logged.

- **PF/25/2717 - Wolterton Hall, Wolterton Park, Wall Road NR11 7LY** Demolition of outbuilding and installation of a single story building to provide secure and weather-protected spaces for a floor mounted UKPN 500kVA transformer, a HV metering and estate HV equipment. Circulated 05-02-26 Council view: Support.
- **RV/25/2797 Stable House, Wolterton Park, Wall Road NR11 7LY** internal and external works associated with conversion of stable block to form 5 dwellings for holiday letting and events/function facility without complying with condition 2 of listed building consent RV/24/2051 (variation of listed building consent RV/24/1510) to change internal WC layout, new refuse and covered store and revised door openings to function room 1 at Wolterton Hall. Circulated: 03-02-26
- **LA/26/0140 Wickmere - Stable House, Wolterton Park, Wall Road NR11 7LY** which is for internal & external works to create a new door opening between the existing tack room and new kitchen extension to the west of the Stable House at Wolterton Hall. Circulated: 03-02-26

2. Planning Decisions from NNDC:

- **NP2/25/2809** Prior notification of proposed erection of a building for agricultural use (Stage 2 - further information following NP/25/2557). Circulated 10-02-26 **DECISION: Prior Approval given**
- **PF/25/1827** Erection of timber and thatch boathouse and yoga studio structure located on the west side of Wolterton Lake. Circulated 16-02-26 **DECISION: Approved**

10. WICKMERE VILLAGE HALL MANAGEMENT COMMITTEE (VHMC)

1. To hear any reports or updates from VHMC
2. To refer any relevant matters to VHMC
 - response to query regarding VH insurance cover and Wolterton Estate's insurance

11. CORRESPONDENCE – to review correspondence received

- to respond to survey from Rural Services Network on the impact of cuts to local public services

12. PARISH MEETING – to note any issues raised at the Annual Parish Meeting for consideration for next agenda

13. TO NOTE LATE CORRESPONDENCE – and refer to next meeting

14. NEXT COUNCIL MEETING – Annual Parish Council Meeting Wednesday 13th May 2026

15. TO CLOSE THIS MEETING

Receipts & Payments

Date	Payee	Description	Receipt	Payment	Balance
BACS, DD, SO or Transfer					
15-12-25	Bank Statement 108				21,831.45
05-03-26	Clerk Training NPTS	Assertion 10 Training		43.20	
12-01-26	V Tovell	Salary and Expenses		259.13	
15-01-26	Co-operative Bank	Transfer to WPC Savings account		15,000.00	

15-01-26	Bank Statement 109				6,529.12
21-01-26	V Tovell			67.30	
21-01-26	NPTS			76.80	
11-02-26	V Tovell	Salary and Expenses		259.13	
					6,125.89
Payments tabled For Approval					
11-03-26	V Tovell	Travel and other expenses Jan- Feb		XXXX	