

Wickmere with Wolterton Parish Council

NOTICE OF MEETING/ SUMMONS

*You are invited/summoned to attend an ordinary Meeting of the Parish Council on
Wednesday 9th September 2026 at 7.00pm in the Village Hall, Wickmere
for the purpose of transacting the following business.*

Vicky Tovell

Date: 3rd September 2026

Clerk to Wickmere Parish Council

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 8th July 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. CLERK'S REPORT & MATTERS ARISING** - To receive information on matters arising from previous meeting and those not mentioned elsewhere on the agenda:
 1. **Defibrillator** – recent updates including deployment and support package renewal
 2. **Training** – training opportunities with NPTS (circulated)
 3. **AGAR** – update on SAAA (Small Authorities Audit Appointments Ltd) launching Digital AGAR Portal: voluntary route of submission for 2027; mandatory by 2029
 4. **Footpaths** – to receive any councillor reports on status of footpaths and ROWs for collation by clerk and/or reporting to NCC
 5. **Auditor** – confirmation of appointment
 6. **Website** – update
 7. **Pay rates** - to note increase in National Joint Council for local government services (NJC) 3.3% increase to pay rates and relevant allowances as of April 2026
 8. **Any other matters arising** from the previous meeting not mentioned elsewhere on the agenda.
- 6. WOLTERTON HALL INFORMAL MEETING** - to review council's meeting with Mr Richard Ellis and Mr William Ellis at Wolterton Hall on 24-08-26
- 7. FINANCE**
 1. To receive bank reconciliation and statements
 2. To note the purchase of Co-operative Bank by Coventry Building Society
 3. To approve payments tabled below
- 8. HIGHWAYS**
 1. to hear any highways concerns raised: potholes, verges, signage.
 2. to consider bid for Parish Partnership fund 2026-27
 3. to note Temporary TRO with rolling road restrictions and closures scheduled for 18-10-26 between hours of 7am to 2pm to facilitate the Blickling Spring Half Marathon
- 9. FLOOD-RISK** – to consider potential areas of flood-risk in Wickmere with Wolterton and discuss possible mitigating action.
- 10. PLANNING** – to consider and review applications and decisions

1. To hear planning applications received:

2. To hear planning decisions received:

- i. Wolterton Hall, Wolterton Park, Wall Road, Wolterton, NR11 7LY: **PF/25/2843** Conversion of existing and derelict Bullpen with extensions and external alterations to offices for use associated with management of the Estate APPROVED 28-07-26
- ii. Wolterton Hall, Wolterton Park, Wall Road, Wolterton NR11 7LY **PF/25/2717** 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. APPROVED 16-07-26
- iii. 26 Regent Street, Wickmere, NR11 7ND **PF/25/2666** Two-storey front extension, single storey rear extension, double garage and new vehicle access. APPROVED 13-07-26

11. VILLAGE HALL

1. to hear any reports and updates from the VHMC
2. to refer any relevant matters to the VHMC

12. TO HEAR REPORTS FROM COUNCILLORS AND ANY OTHER BUSINESS

13. CORRESPONDENCE – to review correspondence received

- North Norfolk District Council re Local Plan for 2029 to 2045 process began with initial Scoping Consultation and Call for Sites in excess of 0.25 hectares suitable to be used for housing, infrastructure or community spaces. (email circulated).
- County Cllr Ringer's August report (circulated)

14. TO NOTE LATE CORRESPONDENCE AND REFER TO NEXT MEETING

15. NEXT ORDINARY COUNCIL MEETING – Wednesday 11th November 2026

16. TO CLOSE MEETING

Receipts & Payments

Date	Payee	Description	Receipt	Payment	Balance
BACS, DD, SO or Transfer					
13-07-26	V Tovell	Salary and office cost		259.13	
15-07-26	Bank Statement	114			4457.74
31-07-26	V Tovell	Travel and other expenses		91.09	
11-08-26	V Tovell	Salary and office cost		259.13	
14-08-26	Bank Statement	115			4107.52
Draft Payments Tabled for Approval					
10-09-25	V Tovell	Back dated rate-of-pay increase to 01-04-26		XXX	