

MINUTES OF THE MEETING OF FELTHORPE PARISH COUNCIL  
HELD IN THE PAVILION ON TUESDAY 6 JUNE 2017

**Present:**

Ben Bates (in the Chair,)

Paula Carter

Robert Barber

Graham Buckley

John Bebbington

Andrea Elsdon

**Also in attendance:**

Sonya Blythe (Parish Clerk)

Tony Adams (County Councillor)

Members of the public

**1 Chairman's Welcome and Announcements and apologies for absence**

None received

**2 To receive members' declarations of interests and consider requests for dispensations**

None.

**3 To Ratify the Minutes of the Meeting held on 9 May 2017**

The minutes were **agreed** and signed as being a true record of the meeting

**4 Matters arising from the Minutes of the Meetings on 4 April 2017**

Telephone Box. AE suggested that the phone box could be used as a food bank. BB advised that he had called several contractors for quotes for works; the best price was from Easter Commercial for £900 for grit blasting and priming. This was in addition to a previous quote for painting and fittings, bringing the total cost to £1500. It was agreed to take this forward. ACTION BB.

**5 Police Report**

The police report for the period 1<sup>st</sup> April 2016 to 31<sup>st</sup> May 2017 was received; 11 crimes had been recorded in the period – 2x criminal damage, 1x public order, 6x violence against a person, 1x threat to kill, 1x leaving without paying.

**6 Reports from County & District Councillors.**

TA was congratulated on his re-election to the role of county councillor. He advised that he had reported litter on Bilney Lane which had been cleared the next day. He congratulated FPC for receiving funding in the latest round of the parish partnership scheme and noted that he would work to get HGVs re-routed once the NNDR had been completed.

District councillors Joanne Keeler and Tasmin Lodge were not present at the meeting.

MINUTES OF THE MEETING OF FELTHORPE PARISH COUNCIL  
HELD IN THE PAVILION ON TUESDAY 6 JUNE 2017

**7 Break for the Public to Speak**

Meeting closed at 20.14

No matters raised.

Meeting reopened 20.14

**8 Asset register**

JB reported that he had carried out a comprehensive annual check on all assets owned by the parish council. The following would require some action in the future:

- Bus shelter - structurally sound but railings require repainting.
- Notice board (Pavilion) – requires repainting.
- Village sign – requires cleaning and seals to be tightened. Plinth needs repointing.
- Well area –slightly overgrown.
- Two benches required replacement slats.
- The seat outside Felthorpe Pavilion to be added to the inventory.

In addition it was noted that trees near the village sign were overgrown, which would be reported to Highways. ACTION: Clerk.

**9 To discuss Highways**

RB reported that the presentation and reports had been arranged for the special Highways parish council meeting of 11<sup>th</sup> July and been circulated to councillors for comment. It was agreed to offer refreshments at the meeting. Flyers would be distributed by Councillors shortly.

RB also reported that speed-watches had been held in the parish in February and May. The figures showed an increase on the previous year.

Highways had not yet confirmed the amount due back to FPC following the road narrowing installation in 2016.

**10 To receive correspondence.**

- Forthcoming road closures were noted and would be added to the website.
- Anglian Water private pumping stations had advised that they would take responsibility for any private pumping stations within the parish.

**11 To Consider Planning applications**

11.1 20170408 - Erection of detached bungalow and garage - rear of 41 b and 41c The Street - object on the following grounds:-

**Access and provision of infrastructure** Proponent does not have exclusive

MINUTES OF THE MEETING OF FELTHORPE PARISH COUNCIL  
HELD IN THE PAVILION ON TUESDAY 6 JUNE 2017

access to the proposed site via an unadopted loke. Proponent historically has not contributed to the maintenance of the loke and the additional dwelling will add to the general wear and tear.

**Set precedence for others to follow suit** The proposed location is set behind the accepted building line of The Street, Felthorpe on a greenfield site and will set precedence for others to 'backfill' along The Street and other Felthorpe locations.

**Noise and disturbance resulting from use** The additional dwelling will result in additional vehicular and pedestrian traffic along the loke creating additional noise and disturbance to adjacent residents.

- 11.2 20170731 - demolition and replacement of two dwellings and garage - 2-4 Taverham Road - no objections
- 11.3 20170941 - The Barn, Forest Shade, Haveringland Road. Change of use of agricultural building to residential dwelling - prior approval - no objections

12 **Finance.**

12.1 The following payments were agreed:

- Clerks Salary and Expenses (May)- £182.97 (SO of £151.70 paid on 1 June), cheque for £31.27 expenses.
- HMRC (clerks quarterly tax) £114.80
- Norfolk PTS (training) £75
- Mr Sibley (grounds maintenance) £387.50
- Clare Morton (annual audit) £50 (£25 2016/17 audit and £25 2015/16 audit as cheque lost in post)
- Ben Bates (printing) £24.99

12.2 To note income:

- NCC - grounds maintenance £2357.16

12.3 To sign the banking mandate to add a signatory –signed.

12.4 To consider the annual governance statement and sign the annual return.

The annual governance statement was considered and agreed by Councillors. The annual return was duly signed.

12.5 To consider quotes for works on the telephone box

Considered at item 4.

12.6 To consider the annual requests for donations

MINUTES OF THE MEETING OF FELTHORPE PARISH COUNCIL  
HELD IN THE PAVILION ON TUESDAY 6 JUNE 2017

The annual donation requests were considered as follows;

- Felthorpe Church for grounds maintenance - £450 agreed.
- Norfolk Mediation Service – no donation given.

12.7 To note the updated accounts.

Noted.

**13 To Give Updates on Councillor Portfolios / Village Matters.**

13.1 It was noted that final arrangements needed to be made for the parish fete in July.

13.2 RB reported that a meeting had been arranged with Highways to look at a feasibility study for third narrowing.

13.3 The Clerk was asked to report the overgrown slow sign outside the old Church rooms.

13.4 It was noted that a community speedwatch would be held on 7 June 2017.

Date of next meeting – Tuesday 4 July 2017.

Meeting closed at 21.30