

MINUTES OF THE MEETING OF FELTHORPE PARISH COUNCIL  
HELD IN THE PAVILION ON TUESDAY 6 FEBRUARY 2018

**Present:**

Ben Bates (in the Chair,)	Graham Buckley
Paula Carter	Robert Barber
Andrew Cooper	Andrea Elsdon

**Also in attendance:**

Sonya Blythe (Parish Clerk)	Tony Adams (County Councillor)
Members of the public	PC Rob Devlin

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

Apologies were received and accepted from John Bebbington

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

None.

**3 To ratify the minutes of the meeting held on 5 December 2017**

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

**4 Matters arising from the minutes of the meeting on 5 December 2017**

4.1 None raised.

**5 Police Report**

5.1 RD presented the report. From 1 December 2017 to 31 January 2018 three crimes were reported; 1x assault, 1x criminal damage, 1x public order offence, all linked to Horizon House.

5.2 RD reported that a community speed check had recently been carried out; of the 570 vehicles checked, three had been reported for breaking the speed limit.

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

6.1 TA circulated an email from Highways discussing pros and cons of installing priority signs on the road narrowings on The Street. Councillors considered the options within and **agreed** that they would like the priority signs to be installed. TA to feedback to Highways.

6.2 The traffic count figures from December 2017 were discussed. There had been some query raised by NCC regarding the HGV figure and so Councillors asked to meet with officers to discuss. TA to arrange a meeting between NCC, BB and RB.

The District Councillors were not present, Apologies had not been received.

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7 **Break for the Public to Speak**

Meeting closed at 20.14

Nothing raised.

Meeting reopened 20.14

8 **To receive an update on the new Data Protection regulation**

The Clerk reported that the electronic and paper filing systems were now fully compliant with data protection regulations. Further clarification was awaited from the Government in relation to the role of Data Protection Officer.

9 **Responding to Planning Applications:**

- 9.1 To resolve that any substantive actions in respect of planning matters shall be taken by: Council as a whole; or by the Clerk acting on the outcome of an email consultation with Parish Councillors

The resolution was **Agreed**.

- 9.2 To agree the Planning Application Response policy

The circulated Planning Response Policy was **agreed**. This would be added to the Council website. ACTION CLERK.

10 **To agree the 2018 action plan**

The circulated 2018 action plan was considered. Councillors confirmed that they would still be aiming to complete the three year traffic plan, including improvement works to Holt Road.

An additional action was added, around attending the annual fete.

The plan was **agreed**. To be added to the website. ACTION: CLERK.

11 **To confirm details for the Felthorpe Spring Clean**

RB advised that the village spring clean had been organised for 7 April – a flyer had been distributed to all households asking for volunteers and equipment would be borrowed from Broadland District Council to assist. To be added to Facebook, website and Next Door. ACTION RB / CLERK.

12 **To receive an update on Highways**

RB reported that the traffic count held in December had indicated that the number of vehicles overall cutting through the parish had reduced since the last count in 2015, but the number of HGVs had increased by 19%. Traffic flow had increased at some times of the day, but during other periods had reduced. This would be discussed

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with Highways once TA had arranged the meeting.

BB advised that the gateways should be delivered to NCC within the next week.

**13 To receive correspondence.**

13.1 Narrowing pinch points (Norfolk County Council) – agreed at item 6.1 above.

13.2 Greater Norwich Local Plan Consultation (CPRE and GNLP). The Greater Norwich plan had been circulated by email. The plan recognised areas that had been identified for potential housing sites, which included some areas close to the parish, but not within it. It was agreed to add to the next agenda to formulate a response. Councillors were encouraged to look at the online documents in the meantime.

It was noted that Felthorpe has been changed to a “village” rather than a “rural settlement” in the reports. TA was requested to ascertain why the change had been made.

**14 To Consider Planning applications**

14.1 20180101, Carfran, 126 The Street - Change of Use of Annexe to Holiday Accommodation (Retrospective). No objections.

**15 To consider financial matters**

15.1 The following payments were **agreed**:

- Clerks Salary and Expenses (December and January)- £354.10 (SO of £153.20 paid on 1 January and 1 February), cheque for £47.70 expenses.
- Mr Sibley (grounds maintenance) £221.50
- Broadland Council (dog bins annual emptying fee) £171.08
- Ben Bates (Newsletter and flyer printing) £75

15.2 The updated accounts were noted.

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

16.1 The Clerk was asked to add details of booking the Pavilion onto the website, after receiving several queries recently. ACTION CLERK.

16.2 The overgrown hedge on The Street had still not been pruned. The Clerk would chase this with Highways. ACTION CLERK

16.3 It was noted that the bench had been repaired. Thanks would be passed to JB when he returned.

16.4 Potholes throughout the Parish would be reported to Highways. ACTION CLERK

16.5 It was noted that Church Lane was currently suffering large amounts of dog waste. The Clerk would ask Broadland Council if the Top Dog campaign was still running,

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and if not, whether a dog bin could be installed in this location. ACTION CLERK

16.6 RB reported that he had advised the Environment Agency of waste water running on to Church Lane from a large waste heap on a nearby field.

17 **Items for next agenda**

Bus shelter repairs.  
Village Spring clean

Date of next meeting – Tuesday 6 March 2018.  
Meeting closed at 21.20