

MINUTES OF THE MEETING OF FELTHORPE PARISH COUNCIL
HELD IN THE PAVILION ON TUESDAY 3 MAY 2016

Present:

Bob Clarke (chairman)
Robert Barber
Andrea Elsdon

Graham Buckley
John Bebbington
Paula Carter
Ben Bates (from 21:00)

Also in attendance:

Sonya Blythe (clerk)
Tony Adams (county councillor)

Tamsin Lodge (district councillor)
Members of the public

1 Election of Chairman, to sign declaration of acceptance of office

Bob Clarke was nominated and elected as chairman for the forthcoming year.

2 Chairman's Welcome and apologies for absence

Apologies were received from Ben Bates who was due later in the meeting.

3 To Elect a Vice-Chairman

Graham Buckey was nominated ad elected as vice-chairman for the ensuing year.

4 To Receive Members' Declarations of Interests

None.

5 To Ratify the Minutes of the Meeting held on 5 April 2016

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

6 Matters arising from the Minutes of the Meetings on 5 April 2016

GB reported having obtained a quote for £300 for materials, sanding and painting the telephone box. Extra may need to be paid for cleaning the glass. It was agreed to obtain additional quotes.

It was noted that one of the trees at 2 Church Tree had now been fully removed. Tony Adams would approach Highways to try and ascertain who owns the trees.

It was noted that Hockering Parish Council had reduced HGCV traffic through their parish. The clerk would contact them for advice.

7 Police Report

The police report for 2015-16 was received. 47 crimes had been recorded within the last 12 months, which was an increase from 39 the previous year. The change was

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mainly due to a difference in how crimes were recorded.

8 Reports from County & District Councillors

Congratulations were offered to councilors on the first parish council newsletter.

It was confirmed that Broadland had refused to include a condition in planning application 20160157 (Thomson Sawmills) requesting that works traffic be routed around the parish.

A planning application is expected shortly in Horsford to develop land and roads.

9 Break for the Public to Speak

Meeting closed at 20:48

Nothing to raise.

Meeting opened at 20:48

10 Correspondence

- 10.1 It was noted that confirmation of this years Grass Cutting Agreement had been received. The payment was expected imminently.

A conversation was held around organising a parish litter pick shortly after the village fete. PC and AE agreed to raise this at the next recreation ground committee meeting to request volunteers.

- 10.2 Parish Rangers Visit

The rangers would be asked to address the pothole outside the recreation ground.

11 To consider and agree the Publications Policy

The publications policy was considered and agreed.

12 To Confirm the existing Code of Conduct and Financial Regulations of the Parish Council.

The existing policies were all re-confirmed.

(Ben Bates arrived at 21:00).

13 To Agree the Annual Appointments to Committees

Recreation Ground Committee Representative – PC and AE were appointed.

Fuel Allotments Trust Representative – BC was appointed.

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14 To receive an update on the parish council newsletter

It was reported that the parish newsletter had been printed and delivered to the majority of households. Comments had been received from parishioners who felt that it was a good idea.

15 To receive an update on parish council attendance at the village fete on 24 July.

It was agreed that the parish council's stand would include information on traffic calming, village pride day and the telephone box.

16 To Consider Planning Matters

The following planning applications were discussed:

- 16.1 20160563 – Spinney Ridge, Hall Lane – pitched roof to garage. It was agreed to support. The application
- 16.2 20160522 – 62 The Street, Rear extension, raising roof, flat to pitched roof. It was agreed to support the application.
- 16.3 20152056 – Deighton Hills Shooting ground, amended plans. AE declared an interest as a neighbour. It was agreed to support the application.

17 To Consider Financial Matters

- 17.1 The clerks annual salary increase was agreed from £10.26 per hour to £10.52. This had been accounted for within the budget.
- 17.2 The annual audit and governance statement were signed by the chairman and clerk. The internal auditor had already signed.

The following payments were agreed:

- Clerks Salary and Expenses (April)- £177.86 (SO of £142.06 paid on 1 May, cheque for £29.36 expenses).
- Mr C Hamilton (mole treatment) £35.00
- Mr Sibley (grass cutting) £97.50
- Zurich Insurance (additional premium for roller) £56.51
- Clare Morton (internal audit) £25
- Ben Bates (newsletter printing) £69.99
- Norfolk County Council (parish partnership share) £13737.00

18 To Give Updates on Councillor Portfolios

GB was asked to add an item on the telephone box to Streetlife.

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19 **Village Matters**

- 19.1 Correspondence from Felthorpe Lawnmowers would be added to the next agenda.
- 19.2 Mr Sibley to be asked to grass the area by the bus shelter.

Date of next meeting – Tuesday 7 June 2016.

Meeting closed at 22:10