

MINUTES OF THE MEETING OF FELTHORPE PARISH COUNCIL  
HELD ON TUESDAY 1 FEBRUARY 2022 AT 8PM, IN THE PAVILION

**Present:**

Ben Bates (in the Chair)  
John Bebbington  
Peter Knowles

Wendy Saunders  
Andrew Cooper

**Also Present:**

Sonya Blythe (Parish Clerk)  
1x members of public

Tony Adams (County Councillor)  
Dave Thomas (District Councillor)

**1. Chairman's Welcome and to receive and consider apologies for absence**

The Chairman welcomed attendees to the meeting. Apologies were received and accepted from Paula Carter.

District Councillor Lisa Starling had advised that she would not be present.

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

None.

**3. To ratify the minutes of the meeting held on 7 December 2021**

The minutes were agreed as an accurate record and signed by the Chairman.

**4. To receive information on matters arising from the minutes not covered elsewhere on the agenda**

11.5 – WS would raise the Church grounds maintenance grant meeting at the next PCC meeting. **Action WS**

11.4 – There had been no update on the additional grounds maintenance funding from Norfolk County Council (NCC). TA agreed to chase this.

8.3 - BB had attended the Sheringham and Dudgeon Extension Projects meeting.

**5. To receive reports from District and County Councillors**

TA confirmed that he had allowed £5k from his annual grant pot for the pavement resurfacing, which had been applied for under the Parish Partnership Scheme.

DT reported that he had asked the Sheringham and Dudgeon Extension Project how they planned to direct their works traffic, but had not yet received a response. BB noted that at the recent meeting they had advised that they

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expected traffic in Felthorpe to increase by 189 per day during the works period. However a report was still awaited on the final traffic route.

DT stated that a complaint had been received about tree felling at Felthorpe Hall. Planning Enforcement had investigated and had confirmed that permission had been granted for the works.

**6. To allow the public to raise matters**

A question was raised regarding the Sheringham and Dudgeon Extension Project traffic flow.

**7. To co-opt a new Councillor**

No applications received.

**8. To receive / agree actions for the following correspondence**

8.1 New Broadland Community Tree Planting Grants - noted

8.2 Norwich Western Link Update - noted

8.3 SEP and DEP - Targeted Statutory Consultation Notification – this had been discussed during item 5.

8.4 Police Newsletter – noted.

8.5 Felthorpe Recreation Ground committee – a thank you letter noted regarding the Pavilion carpark resurfacing was received.

8.6 CPRE Norfolk GNLP legal costs appeal – noted.

8.7 To consider time sensitive correspondence received since publication of agenda:  
None.

**9. To consider planning applications**

None.

**9.1 To consider time sensitive applications received since publication of agenda**

None.

**9.2 To ratify planning responses sent since the last meeting**

None.

**9.3 To note the Enforcement Update**

The enforcement report from Broadland District Council (BDC) was received. DT agreed to chase up action on the outstanding item in the parish.

**10. To receive an update on the request to Norfolk County Council for funding additional grounds maintenance in the parish and consider the hedge cutting template letter.**

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Grounds maintenance was discussed under item 4. In addition draft letters to send to parishioners regarding overgrown hedges were considered.

**11. To consider financial matters**

11.1 The following payments were agreed:

- Clerks Salary and Expenses (December and January) - £380.50 -SO of £166.40 paid on 1 January and 1 February), cheque for £47.70
- John Bebbington – defib batteries and pads £241.20
- Noticeboards Online – new notice board £2580
- Broadland Council – dog bin emptying £189.80

Regarding the new defibrillator pads and batteries, the Clerk was asked to ensure that the defibrillator was registered with The Circuit. **Action Clerk**

**11.2 To note Income**

None.

**11.3 To receive the accounts and bank reconciliation to date**

The reconciliation and accounts were noted.

**11.4 To appoint the internal auditor for the 21/22 accounts**

It was agreed that Clare Morton be appointed.

**12. To receive updates on Councillor portfolios / Village Matters (items for information only)**

The Clerk was asked to report to BDC that the road sweeper on Hall Lane had repeatedly missed cleaning the end of the road. **Action Clerk**

A discussion was held on installing a dog bin on Mill Lane, but it was agreed that this would be cost prohibitive.

AC raised the need for a skate / cycle track in the parish. DT advised that Horsford were also considering this and suggested that AC contact them to discuss. **Action AC**

**13. To receive items for the next agenda**

Jubilee event suggestions

**14. The date of the next meeting was agreed as Tuesday 1 March 2022.**

Meeting closed at 21.10pm.