

FELTHORPE PARISH COUNCIL

**A meeting of Felthorpe Parish Council was held on 7 June 2022 at 8pm
at the Pavilion**

Minutes of Meeting

Present:

Ben Bates (in the Chair), John Bebbington, Paula Carter, Andrew Cooper.

Also Present:

3x member of the public.

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 Wendy Saunders and Peter Knowles.

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

None raised.

3. To ratify the minutes of the meeting held on 3 May 2022

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

None.

5. To receive reports from District and County Councillors

None present.

6. To allow the public to raise matters (15 minutes maximum, per standing order 1e)

The Recreation Ground Committee advised that they would be receiving a Commemorative Plaque from the Lord Lieutenancy to honour members of the local communities who had struggled as a result of the Pandemic on 8 June.

A member of the public raised the issue of trying to cross the Holt Road as a pedestrian or horse rider. She asked that her details be passed onto the County Councillor to discuss in detail.

Action Clerk

1x member of public left the meeting

7. To co-opt a new Councillor

No applications received.

8. To consider and re-confirm the following policies:-

- 8.1 Planning response policy – the updated policy was approved.
- 8.2 Risk register – the updated risk register was approved.
- 8.3 Asset register. The asset register had received and JB gave an update on the condition of assets, from his recent inspection. All assets were in good condition with the exception of the following notes:

Bus shelter – required work, but not dangerous. Quotes to be sought.

Village sign – base would need to be repointed.

Benches – OK condition but Council to consider replacing with reserves that were put aside for footpath resurfacing.

The cricket club roller had not been inspected, but had been seen in use.

9. To receive / agree actions for the following correspondence

- 9.1 Motor bike racing in woods – the problem of motorbike racing in the woods on the edge of the parish was raised. The problem had not been noticed by Councillors, who felt that it was a matter for the police.
- 9.2 Western Link update – noted. The latest meeting had been postponed.
- 9.3 The Norfolk County Council Local List for Validation of Planning Applications Consultation Draft, 2022 – noted.
- 9.4 Formal Consultation for Public Space Protection Order to control dog fouling. Noted.
- 9.5 Guidance on open space provision on new developments. Noted.
- 9.6 Update on Policing reports. It was noted that police reports would no longer be received.

9.7 To consider time sensitive correspondence received since publication of agenda

None

10. To consider a quote for the refurbishment of the village sign

A quote was received quote from Fiona Davies for a price of £765 to refurbish the village sign. It was agreed that this quote be approved. The post would need to be replaced at the same time. BB agreed to seek quotes. Clerk to advise Fiona Davies.

Action / Clerk BB

11. To consider planning applications

11.1 None

11.2 To consider time sensitive applications received since publication of agenda

None.

11.3 To ratify planning responses sent since the last meeting
None

11.4 To note the Enforcement Update
The report had not been received.

12. To consider financial matters

12.1 To agree to the following payments:

- Clerks Salary and Expenses (May) - £196.95 (SO of £166.40 paid on 1 June), cheque for £30.55
- Mr Sibley (grounds maintenance) £736
- HMRC Q1 £126.40

12.2 To note income: Broadland District Council (precept) - £6,241.50

12.3 To receive the accounts and bank reconciliation to date
Received and noted.

12.4 To receive grant requests

St Margaret's Church had made their annual request for a grant for churchyard maintenance, in the sum of £1100. As the grant request had increased significantly the last few years, a decision had been made at the previous meeting to grant 2.5% of precept in the future, which would equate to approximately £312 per annum.

JB had contacted the Council's grounds maintenance contactor with regards to carrying the work out for St Margaret's. A quote between £250 - £350 per month had been received, dependant on the number of visits per month. This would be for seven months of the year.

Following consideration, Councillors agreed to submit a motion to the next meeting, to reconsider the amount of the annual grant. In the meantime the Church would be contacted to be updated on the situation and invite them to the next meeting to discuss the matter further.

Action Clerk

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

It was noted that hedges were overgrown at the entrance of most road junctions around the parish. The Clerk would report to Norfolk County Council.

14. To receive items for the next agenda

Churchyard maintenance grant

15. The date of the next meeting was agreed as Tuesday 5 July 2022.

Meeting closed at 21.20