

FELTHORPE PARISH COUNCIL

**A meeting of Felthorpe Parish Council was held on 6 September 2022 at 8pm
at the Pavilion**

Minutes of Meeting

Present:

Ben Bates (in the Chair), John Bebbington, Peter Knowles (minutes), Paula Carter, Andrew Cooper and Wendy Saunders.

Also Present:

6x member of the public. Apologies: Cllr Tony Adams (County Council)
Revd Margaret McPhee

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

The Chairman welcomed attendees to the meeting. Apologies were received and noted from Sonya Blythe, Parish Clerk.

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

None.

3. To ratify the minutes of the meeting held on 5 July 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

District and County Councillors sent their apologies.

6. To allow the public to raise matters:

a. Paddocks

A parishioner advised the meeting that he was buying the paddocks behind his house and would be looking to regularise its use, as paddocks for horses, and as a garden extension.

b. Western Link & Bilney Lane.

Concern was expressed about the excessive speed and use of cars on Bilney Lane. Recently a large lorry had knocked over a Telegraph pole. There was concern that a

20mph limit on The Street would push more traffic down Bilney Lane. BB would raise this as with the Western Link Project team and at various consultation opportunities.

7. To co-opt a new Councillor

Diane MacCormick had applied to join the Council. This was proposed and agreed. The Clerk would ratify the appropriate paperwork and organise training once back from sick leave.

8. To receive / agree actions for the following correspondence

- 8.1 Town & Parish Forum Invitation – noted.
- 8.2 3a Nash Road address approved – noted.
- 8.3 Taximeter Tariff – no action.
- 8.4 Thanks received from Felthorpe Cricket Club for the roller – kindly noted.
- 8.5 Norwich Western Link – Public Consultation forthcoming. Concern that the weight restriction promised to be applied to The Street is missing from the proposals. BB to contact the project team.
- 8.6 Auditors – Agreed to reappoint for next 5 years.
- 8.7 **To consider time sensitive correspondence received since publication of agenda**
None.

9. To consider options for the Parish Partnership Scheme 2023

Consideration would be given to installing the speed cameras used in Costessey.

10. To consider planning applications

- 10.1 20221289 - Woodside Cottage, 77 The Street, Single storey extension consisting of a double garage with a pitched roof. No objections.
- 10.2 20221323 - 41 Taverham Road, Demolition of existing dilapidated outbuilding and construction of an annexe on the same footprint. No objections.
- 10.3 **To consider time sensitive applications received since publication of agenda**
None.
- 10.4 **To ratify planning responses sent since the last meeting**
20221160 - Spinney Ridge Hall Lane, Single storey rear extension. No objections.
- 10.5 **To note the Enforcement Update**
No cases.

11. To consider financial matters

11.1 To approve payments:

- The following payments were approved. Cheques would be signed once the Clerk returned to work:
- Clerks Salary and Expenses (July and August) - £447.03 (SO of £166.40 paid on 1 August and 1 September), cheque for £114.23

- Royal Mail (PO Box) £378
- HMRC (Q2) £126.60
- Mr Sibley (grounds maintenance) £115
- PKF Littlejohn (Annual Audit fee) £240

11.2 To note income; none received.

11.3 **To receive a copy of the accounts and bank reconciliation** – received and noted. Considering the amount of reserves, it was agreed that a potential precept holiday would be considered as part of budget setting.

11.4 **To consider the churchyard maintenance grant 2022**

Following the last meeting, discussion of support for the churchyard maintenance grant was held. It was agreed that a grant of £1100 be made for 2022. It was further agreed that once a contractor had been appointed and the cost agreed for the maintenance of the churchyard by the Church Council then the Parish Council would consider contributing £1000 towards this for a set period of time. Church Council to meet Mr Sibley to discuss their requirements.

11.5 **To note the Conclusion of Audit from PKF Littlejohn (external auditor).** It was noted that the annual audit had been concluded by the external auditors, with no issues raised.

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

None.

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

- Banking in future given impending closure of Barclays in Drayton.
- Precept holiday (budget setting agenda)

14. **The date of the next meeting was agreed as Tuesday 4 October 2022.**

Meeting closed at 20.55