

FELTHORPE PARISH COUNCIL

**A meeting of Felthorpe Parish Council was held on 4 October 2022 at 8pm
at the Pavilion**

Minutes of Meeting

Present:

Ben Bates (in the Chair), John Bebbington, Paula Carter, Diane MacCormick and Wendy Saunders.

Also Present:

1x member of the public.

Cllr Tony Adams (County Council)

Cllr Lisa Starling (District Council)

Cllr Dave Thomas (District Council)

- 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 Andrew Cooper and Peter Knowles.
- 2. To receive members' declarations of interests and consider requests for dispensations**
None.
- 3. To ratify the minutes of the meeting held on 6 September 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**
Cllr Adams was asked to check the following with Norfolk County Council:
 - That they had programmed in the footpath resurfacing on Taverham Road for 2023, as previously agreed;
 - That they had programmed in the church lay-by resurfacing on Bilney Lane / Brands Lane;
 - The progress of the contract to take on additional grounds maintenance responsibilities.

Cllr Adams reported that Broadland Council had purchased the carpark at Mystical Woods, which would be resurfaced and a height limit installed.

Cllrs Thomas and Starling reported that:

- Broadland Council's food waste scheme was being expanded in to Felthorpe. In addition the regular bin day would be changing.
- Responses for the Western Link consultation should be submitted by 9 October 2022.

WS noted that work was happening at a property on the Reepham Road end of Brands Lane. DT agreed to establish whether it had the appropriate licence for this.

6. To allow the public to raise matters:

A representative from Felthorpe Cricket Club attended to discuss a potential grant application. He was advised to complete the application form available on the parish council's website.

7. To receive / agree actions for the following correspondence

7.1 Aylsham Drayton & Taverham Hellesdon & Horsford Community Police Forum – noted.

7.2 Norfolk Minerals and Waste Local Plan – Felthorpe had now been removed from the list following previous objections from the Parish Council.

7.3 To consider time sensitive correspondence received since publication of agenda

St Margaret's Church had written to invite Council to the Remembrance Service. BB or JB agreed to attend. A wreath would be ordered. **Action Clerk**

8. To consider options for the Parish Partnership Scheme 2023

It was agreed that there was no scheme to put forward for the forthcoming year.

9. To note the submitted response to the Western Link consultation

The draft response had been circulated by BB by email. It was agreed that BB should submit it.

10. To consider planning applications

10.1 20221410, raising of roof to incorporate rooms in roof including dormer windows - Tree Tops, Hall Lane – no objections.

10.2 20221491, change of use & conversion of agricultural building to 5 dwelling houses (Prior Notification) - Oak Farm, Holt Road – 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**
None.

10.5 To note the Enforcement Update

The report was noted. There were currently no cases in Felthorpe.

11. To consider financial matters

11.1 To approve payments:

11.2 To agree to the following payments:

- Clerks Salary and Expenses (September) - £196.95 (SO of £166.40 paid on 1 October), cheque for £30.55
- Mr Sibley (grounds maintenance) £273.25
- St Margaret's Church (grounds maintenance grant) £1100
- Norfolk PTS (Councillor training) £55

11.3 To note income

Grass cutting fees from Norfolk County Council, £3500

11.4 To receive the accounts and bank reconciliation to date

The financial reports were noted.

11.5 To appoint the internal auditor for 2022/23.

It was agreed that Clare Morton be appointed to carry out the 22/23 audit.

11.6 To consider information regarding opening a bank account with Unity Trust

Due to the forthcoming closure of the local Barclays bank the Clerk presented information on opening a replacement bank account with Unity Trust. It was agreed that this be actioned.

Action Clerk

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

Following previous Council agreement, BB reported that the village sign had now been removed for refurbishment. BB and JB were looking into options for a new post.

Action BB / JB

In relation to recent planning application 20221160, it was noted that the builders were throwing concrete into the nearby hedge. The Clerk was asked to contact Planning regarding this.

Action Clerk

The need for a dog bin on Mill Lane was raised. DM agreed to raise this with Broadland Council.

Action DM

13. To receive items for the next agenda

- Councillor email addresses
- Updating grounds contract
- Forthcoming budget expenditure – new benches for parish, improved outdoor gym equipment.

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

Meeting closed at 21.05