

FELTHORPE PARISH COUNCIL

**A meeting of Felthorpe Parish Council was held on 7 February 2023 at 8pm
at the Pavilion**

Minutes of Meeting

Present:

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

Also Present:

Cllr Tony Adams (County Council)
3x members of 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 and Peter Knowles.

District Councillor Lisa Starling and Dave Thomas had sent their apologies.

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

BB raised a declaration in respect of a payment on the agenda.

3. To ratify the minutes of the meeting held on 3 January 2023

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

TA advised that:

- Work to improve the ground outside the church should be carried out by 31 March 2023.
- Norfolk County Council (NCC) had advised that the overgrown hedge on the Taverham Road bend would be cut in spring.

TA also gave an update on the NCC Devolution deal.

Councillors asked for an update on the woodland carpark on the NNDR. TA advised that ownership was confused and so work had stalled.

6. To allow the public to raise matters:

Andrew McClure introduced himself as a candidate for the forthcoming district council elections.

TA left the meeting.

7. To receive / agree actions for the following correspondence

- 7.1 Greater Norwich Local Plan update – update received
7.2 Taverham Road – updates from Norfolk County Council – discussed at item 5.
7.3 Dog waste bins – information was received from Dave Thomas who had been liaising with Broadland Council. It was agreed that two new bins be ordered, to be located on Mill Lane and Church Lane. The Clerk would arrange the street furniture licence with Norfolk County Council and waste collection with BDC.
Action Clerk
- 7.4 Appointment of grounds contractor by Felthorpe PCC – the information within was received. Councillors noted that £1100 had been included within the 2023/24 budget line to donate towards grounds costs. Clerk to advise the PCC.
Action Clerk

7.5 To consider time sensitive correspondence received since publication of agenda

None

8. To consider planning applications

8.1 None

8.2 To consider time sensitive applications received since publication of agenda

20230044, Proposed rear extension, single storey (common room/garden room) - Greenacres, 64 The Street, Felthorpe. No objection.

AC to inform neighbours

20230174, Removal of existing conservatory & single storey extension & replace with single storey rear extension - Comfort Cottage, Brands Lane, Felthorpe. No objection

Clerk to submit responses

8.3 To ratify planning responses sent since the last meeting

None.

8.4 To note the Enforcement Update

The enforcement report was received.

9. To receive quotes to repair the bus shelter

Three quotes were received to repair the bus shelter. It was agreed to appoint A11 Contractors. The Clerk would advise them, and also discuss the possible installation of the refurbished village sign.

Action Clerk

10. To agree the design of the new parish benches

Designs had been circulated by email for the new parish benches. Councillors agreed that the Phoenix Seat from Glasdon was the best option. Three of the benches would replace existing ones on The Street (outside Pavilion), the green at the Taverham Road and The Street junction, and the end of Bilney Lane. A new bench would also be placed on Nash Road, which the Clerk would organise a street furniture licence for. Plaques would be fitted noting that the benches had been purchased by the parish council.

The Recreation Ground Committee agreed that the benches could be stored at the Pavilion until they were installed.

It was agreed by Council that the purchase be taken forward by BB / JB and the Clerk. The Clerk and JB would arrange installation quotes.

Action BB / JB / Clerk.

11. To review the grounds maintenance contract

The updated contract was received and agreed. This would be sent to the current contractor to cost.

Action Clerk

12. To receive an update on Broadland Country Park from Cllr Knowles – deferred to next meeting.

13. To consider financial matters

The following payments were approved:

- Clerks Salary and Expenses (January) - £210.60 (SO of £166.40 paid on 1 February), cheque for £45.25
- Mr Sibley (grounds maintenance) £63
- Fiona Davies (village sign refurbishment) £382.50
- TD Exterior Cleaning (village signs cleaning) £60
- Ben Bates (village sign fixings) £31.85

13.2 To note income: none

13.3 To receive the accounts and bank reconciliation to date.

Received and noted.

13.4 To agree which signatories will authorise payments on 8 February 2023

PC and BB agreed to make the payments.

13.5 To sign the submission document to add new signatories to the bank account

PC and JB signed to add PK, AC and WS to the Unity Trust bank account.

Clerk to submit documents

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

BB reported that the refurbished village sign had been completed. This would be reinstalled on the green once the daffodils had died off in April. AC agreed to investigate the possibility of a powder coated aluminium post.

Action AC

It was agreed that a village litter pick would be arranged for 26 March at 10am. The Clerk would purchase suitable equipment as previously it had been borrowed from Broadland.

Action Clerk

15. To receive items for the next agenda

None raised.

16. To confirm the date of the next meeting as 7 March 2023

Agreed. Apologies were noted from JB.

The Clerk noted that the Annual Parish Meeting would be held in April.

Meeting closed at 21.25