

FELTHORPE PARISH COUNCIL

**A meeting of Felthorpe Parish Council was held on 3 October 2023 at 8.00pm
at the Pavilion**

Minutes of Meeting

Present:

Wendy Sanders
Martin Dickinson
Andrea Elsdon
Kevin Winkworth

Diane MacCormick
Andrew Cooper
Paula Carter

Also Present:

Sonya Blythe (Parish Clerk)
2x members of public

Tony Adams (County Councillor)

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

The Chairman welcomed attendees to the meeting.

Lisa Starling (District Councillor) would not be attending.

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

None raised.

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

WS advised that the next meeting of the Western Link group would be held on Monday 9 October.

5. To receive reports from District and County Councillors

Council raised the matter of vehicle speed within the village and TA advised that monitoring had recently been organised by the local Beat Manager Colin Bailey. It was noted that Costessey parish had 20mph zones throughout, and TA was asked why Felthorpe could also not have the same. TA agreed to ask the Highways Engineer and feedback.

Action TA

6. To allow the public to raise matters

A resident advised that they were constructing a petition for parishioners to sign regarding the speed limit on The Street.

7. To receive / agree actions for the following correspondence

None.

7.1 To consider time sensitive correspondence received since publication of agenda

Councillors had been invited to the annual Remembrance Service as St Margaret's Church. AC agreed to attend. The Clerk would order a wreath.

Action Clerk

8. To consider planning applications

8.1 Almyr 4 Holt Road, Erection of agricultural workshop / storage unit. No objection.
Clerk to submit response

8.2 To consider time sensitive applications received since publication of agenda

None

8.3 To ratify planning responses sent since the last meeting

None.

8.4 To note the Enforcement Update

The enforcement report had not been received.

9. To receive an update on adding regular articles to the Church newsletter

Costs were received from the Church. It was agreed to trial adding a full page colour article quarterly, commencing in December. KW would lead on this.

Action Clerk/KW

10. To review the GDPR Policy

The policy was reviewed and approved. This would be uploaded to the website.

Action Clerk

11. Highways Matters

11.1 To receive an update from the Western Link meeting – the meeting would be held on 9 October.

11.2 To consider an application to the Parish Partnership Scheme 2024

Westcotec had advised that cameras with number plate reading technology had not been approved by Norfolk Police or Norfolk County Council. It was agreed to ask when these would become active rather than apply for something different at this time.

Action Clerk

11.3 To consider joining the Brake Road Safety Campaign

WS advised that she had signed the Council up to the road safety campaign, week commencing 19 November. Further information was awaited. A budget of £500 was approved for WS to take this forward prior to the next meeting if required.

11.4 To receive a quote for wheelie bin speeding stickers

Quotes were received, and it was agreed to purchase the stickers using the litter picking prize received from Broadland Council. The Street had 200 houses, at a 30mph limit, and so 400 stickers would be required, one for each bin. It was agreed to obtain a quote for A3 stickers instead of A4 prior to purchase. An article would be added to the first newsletter advising resident when they could be collected.

Action Clerk

12. To consider financial matters

12.1 To agree to the following payments:

- Clerks Salary and Expenses (September) - £210.60 (SO of £166.40 paid on 1 October), BACS for £44.20
- HMRC Q2 £136.80
- Mr Sibley (grounds maintenance) £972.26
- TD Exterior £60

12.2 To note income:

Norfolk County Council, Grounds Agency fees £3955.00
Broadland District Council, precept £6241.50

12.3 To receive the accounts and bank reconciliation to date

Received and noted.

12.4 To agree which signatories will authorise payments on 4 October 2023

AC and WS agreed on 5 October.

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

DM would advise Highways on the proposed location for “deer beware” signs on Haveringland Road.

14. **To receive items for the next agenda**
Parish Council email address quotes
15. **Date of next meeting** confirmed as Tuesday 7 November 2023

Meeting closed at 21.00