

FELTHORPE PARISH COUNCIL

**A meeting of Felthorpe Parish Council was held on 6 February 2024 at
8.00pm at the Pavilion**

Minutes of Meeting

Present:

Andrew Cooper (in the Chair)	Diane MacCormick
Martin Dickinson	Paula Carter
Kevin Winkworth (from 8.10pm)	Wendy Saunders

Also Present:

Sonya Blythe (Parish Clerk)
2 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 Andrea Elsdon.

Lisa Starling & Nich Starling (District Councillors) and Tony Adams (County 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 December 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 raised.

Kevin Winkworth arrived at 8.10pm.

5. To receive reports from District and County Councillors

None present.

6. To allow the public to raise matters

PC Bailey was present. Regarding item 5 in the November minutes, he advised that the report from TA was inaccurate. PC Bailey had in fact said some speeding

vehicles in the early hours could be emergency vehicles, not that it was the only time in the day when speeding vehicles were a problem. Camera reports had demonstrated that there was an issue with cars over 35mph through the parish during daytime hours also.

A parishioner thanked the parish council on the recent newsletter that had been delivered with the church newsletter. He asked if the Council had made a financial contribution and was advised that printing of the council part of the newsletter would be paid for.

7. To receive / agree actions for the following correspondence

7.1 Response from Hellesdon Parish Council regarding moving gateway signs

Hellesdon PC had responded to say that their County Councillor had funded the move from their ward member grant. This would be raised with TA when he was present.

7.2 To consider time sensitive correspondence received since publication of agenda

None

8. To consider planning applications

8.1 2024/0081, The Coach House Felthorpe Hall 81 The Street Felthorpe Insertion of two conservation roof lights in listed building – no objection.

8.2 To consider time sensitive applications received since publication of agenda

2024/0284, Greenacres, 64 The Street Felthorpe - Change of use from use class C2 (assisted residential care) to use class C3 residential – no objection.

Clerk to submit all responses

8.3 To ratify planning responses sent since the last meeting

None.

8.4 To note the Enforcement Update

No enforcement cases currently in the parish.

9. To consider financial matters

9.1 The following payments were agreed:

- Clerks Salary and Expenses (December and January) - £443.57 (SO of £166.40 paid on 1 January and 1 February), BACS for £111.52

- Mr Sibley (grounds maintenance) £73.52 (+ £275.50 approved December but not paid)
- Inty DD (Microsoft 365) £40.08
- Adept IT (laptop set up) £81.90
- Diane Malley (payroll) £60
- TD Exterior (village sign cleaning) £60

9.2 To note income:
£1246.01 from HMRC (VAT rebate)

9.3 To receive the accounts and bank reconciliation to date

Received and noted.

9.4 To agree which signatories will authorise payments on 7 February 2024

PC and AC to make payments.

Action PC/AC

9.5 To sign application to add Cllr Elsdon to Unity Trust bank account

This was **approved**, and PC and AC signed.

9.6 To receive a quote for wheelie bin speeding stickers

Quotes were received for A3 and A4 stickers. It was **agreed** that 400 A3 stickers be ordered at £2.20 each, saying "Think 20mph". A proof would be requested.

Action Clerk

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

AC reported that he had received a letter from the Recreation Ground Committee giving thanks for the recent grant from the Parish Council.

The letter also advised that more Committee members were urgently required. A notice would be circulated across the parish.

Two posts had been knocked out of one of the road narrowings, which would be reported to Norfolk County Council.

MD and WS reported that two Highways meetings would be held over the next week, in regards to the western link road and traffic mitigation for Felthorpe.

11. To receive items for the next agenda

None

Sonya Blythe
Clerk to the Council
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12. To confirm the date of the next meeting as Tuesday 5 March 2024

Meeting closed at 21.10