

## FELTHORPE PARISH COUNCIL

**A meeting of Felthorpe Parish Council was held on 5 March 2024 at 8.00pm  
at the Pavilion**

### **Minutes of Meeting**

**Present:**

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

**Also Present:**

Tony Adams (County Councillor)	1 member of public
Lisa Starling (District Councillor)	

**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.

The Parish Clerk would not be present.

Nich 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 6 February 2024**

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.

**5. To receive reports from District and County Councillors**

TA advised that he and parish councillors had spoken with Gavin Broad from Norfolk County Council regarding a 20mph limit through the parish. They had been advised that the parish would likely get provisions put in place as part of the Western Link works, rather than direct through Highways, possibly as soon as 2025. It was noted that the roundabout at the junction with Haveringland Road had been misinterpreted on plans, and would be reviewed as a mini-roundabout.

**6. To allow the public to raise matters**

A parishioner noted that he had also attended the above meeting with Norfolk County Council, and that the provisions for traffic calming through the parish needed to be included within the planning approval, to ensure that they happened.

**7. To receive / agree actions for the following correspondence**

- 7.1 The Big Broadland Litter Pick. It was agreed to hold this on 28 April. KW would arrange for local children to produce a flyer and circulate around the parish.

**Action KW**

- 7.2 Project Gigabit roll out – no immediate upgrades due for the parish.

**7.3 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**

None.

**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 (February) - £220.31 (SO of £166.40 paid on 1 March), BACS for £53.91
- Inty DD (Microsoft 365) £40.08
- St Margarets PCC (newsletter) £31.99

- 9.2 To note income:

None

9.3 To receive the accounts and bank reconciliation to date

Received and noted.

9.4 To agree which signatories will authorise payments on 6 March 2024

PC and AC to make payments.

**Action PC/AC**

**10. To review the following policies:**

- Complaints Policy
- Co-option Policy

The updated policies were reviewed and approved.

**Clerk to add to website.**

**11. To discuss Felthorpe Recreation Ground Committee Membership**

A discussion was held with the Committee members. They advised that they had made some progress with attracting new members. Council offered to support them if required.

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

Pot holes & mud on road on Hall Lane, and silt on Bilney Lane were reported. The Clerk would report to Broadland Council and request street cleaning.

**Action Clerk**

MD advised another meeting was arranged regarding the Western Link.

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

None

**14. To confirm the date of the next meeting as Tuesday 2 April 2024**

Meeting closed at 21.10