

MINUTES OF THE MEETING OF FELTHORPE PARISH COUNCIL
HELD IN THE PAVILION ON TUESDAY 3 NOVEMBER 2015

Present:

Bob Clarke (Chairman)
Paula Carter
Andrea Elsdon
Robert Barber

Graham Buckley
Ben Bates
John Bebbington

Also in attendance:

Sonya Blythe (clerk)

1 Chairman's Welcome and apologies for absence

None received.

2 To Receive Members' Declarations of Interests

None declared.

3 To Ratify the Minutes of the Meeting held on 6 October 2015

The minutes were **agreed** and signed as being a true record of the meeting.

4 Matters arising from the Minutes of the Meetings on 6 October 2015

Item 11 – an update was received on the land behind and beside bus shelter. Advice had been received that the PC owns the land to the side, which will be maintained by its contractor. The land behind is currently owned by developers.

5 Police Report

The September recorded crime figures were received (3 x assaults recorded).

6 Reports from County & District Councillor

None present.

7 Break for the Public to Speak

Meeting closed at 20:14

In response to a question, the chairman confirmed that he had spoke to the owner regarding an overgrown hedge on Nash Road.

The Pavilion Committee shared the final accounts from the new playground.

Meeting opened at 20:22

8 Correspondence

MINUTES OF THE MEETING OF FELTHORPE PARISH COUNCIL
HELD IN THE PAVILION ON TUESDAY 3 NOVEMBER 2015

- 8.1 Norfolk Older People's Partnership Strategy. A new strategy had been released, which the clerk would circulate to any interested councillors.
- 8.2 Speed Awareness Bin Stickers. Cllr Barber reported that the county council had speed awareness stickers available for £1.25 each, which could be placed on wheelie bins. Consideration was given to purchasing the 30mps stickers for The Street and Taverham Road. It was **agreed** to consider again once a price had been received from highways for traffic calming measures through the parish. In the meantime Cllr Barber would ascertain whether the PC could create its own stickers for a better price.
- 8.3 Spring Farm Appeal. The appeal would be held at Broadland Council offices on 17 November, and officers had written to request parish support. The chairman would attend, and Cllr Bebbington would confirm whether he could also go.
- 8.4 Parish Ranger Visit. The following would be requested:-
-Haverlingland Road crossroads – two give way signs to be trimmed.
-Yew tree bend on Taverham Road - 30mph sign to be trimmed and pot hole filled.
-Beer cans on bus shelter to be cleared.
-3x black and white reflective posts at junction of Reephams Road / Taverham Road to be cleaned.
-The Street – Pothole on footpath next to Felthorpe Motors to be filled.

9 **To Agree the Following Policies: Grant Awarding Policy; Co-Option Policy; Complaints Policy, Lone Worker Policy.**

The four policies were circulated before the meeting. Councillors **resolved** to adopt them.

10 **To consider Purchasing the Parish 'Phone Kiosk and the Possible Use for it.**

BT had advised that the parish 'phone kiosk could be purchased for £1 and used for a community project such as a notice board or book exchange. The telephony would be removed but BT would continue to provide electricity. Following a discussion councillors **resolved** to purchase the box, to ensure that it remained within the parish. It was noted that this might increase the annual insurance premium. A working group would be set up in the future to discuss its use.

11 **To Discuss the Possibility of Creating a Parish Plan.**

Following previous discussions, the possibility of creating a parish plan to give the parish more say on development within its boundaries was discussed. Due to the high costs involved it was **resolved** not to pursue this.

It was **agreed** that the clerk would establish where the building line is within the parish and whether it has been removed.

12 **To Consider Planning Applications**

MINUTES OF THE MEETING OF FELTHORPE PARISH COUNCIL
HELD IN THE PAVILION ON TUESDAY 3 NOVEMBER 2015

None received.

13 To Give Updates on Councillor Portfolio.

The following updates were given:-

Finance / Communications – Cllr Buckley had carried out a mid-year review on the accounts as per the internal control policy. It was noted that cheque 220 had been misplaced by the contractor; this would be cancelled and reissued. It was **agreed** that if there was a cancellation fee this would be taken from the payment.

The parish council facebook page was now live. Matters raised on it would be summarised and brought to the meeting.

Highways – NCC had advised that the parish partnership fund could not be used to pay for the parish feasibility study. The clerk had advised them that the council was happy to pay for the study and were instead requesting road narrowings from the fund; Cllr Barber would follow this up.

Cllr Bates had attended a Norwich Northern Distributor Route exhibition. Officers had confirmed that there was no allocated funding to carry out post completion traffic surveys within parishes. Recent traffic survey results had been requested.

Grounds maintenance – Mr Sibley to be advised that only one more cut was required before March 2016. It was agreed that the work he carried out was of a good standard though slightly higher cost than previous years. In line with best practice, the council would tender for a new contract in the new year, which Mr. Sibley would be invited to apply for. The draft contract would be considered by councillors in December. The pavilion would be invoiced for work carried out there by Mr Sibley before the next meeting.

14 Finance

The following payments were agreed:

- Clerks Salary and Expenses (October)- £210.65 (SO for £142.06, cheque for £68.59 expenses)
- Grass Cutting - Mr Sibley £340

Cricket Club

Mr Tuck provided three quotes for a new roller as requested. As per the resolution at the October meeting, the clerk would contact Broadland regarding drawing down the S106 money.

15 Village Matters

MINUTES OF THE MEETING OF FELTHORPE PARISH COUNCIL
HELD IN THE PAVILION ON TUESDAY 3 NOVEMBER 2015

- 13.1 It was noted that the 2016/17 budget and precept would be set at the December meeting. Cllr Barber would chase up Highways regarding the proposed traffic calming measures as this would affect the amount of precept requested.

Date of next meeting – Tuesday 1 December 2015.

MEETING CLOSED AT 10.00pm