

MINUTES OF THE MEETING OF FELTHORPE PARISH COUNCIL
HELD IN THE PAVILION ON TUESDAY 7 JUNE 2016

Present:

Bob Clarke (chairman)
Robert Barber
Andrea Elsdon

Ben Bates
John Bebbington
Paula Carter

Also in attendance:

Sonya Blythe (clerk)
Members of the public

1 Chairman's Welcome and apologies for absence

Apologies were received from Graham Buckley who was on holiday.

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

AE in relation to item 13.3, as a neighbor of the planning application.

3 To Ratify the Minutes of the Meeting held on 3 May 2016

The minutes were **agreed** and signed as being a true record of the meeting, subject to the correction of Councillor Buckley's surname at item 3.

4 Matters arising from the Minutes of the Meetings on 3 May 2016

6 - Telephone box – suggestions in what to use this for would be sought at the village fete.

6 - Trees on church lane – Highways confirmed that the trees were within the boundary line of the property. It was noted that a new tree had now been planted in place of the felled one.

6 – A link to Hockering Parish Council's website showing their work to ban HGVs from the parish had been circulated.

15 - Litter pick – possible dates to be discussed at the village fete.

British gas had advised the parish council to contact the district or county council in reference to installing gas throughout the parish. Councils had confirmed that this was not their role.

Mobile phones – Vodafone had recommended that parishioners be encouraged to contact them direct to log the need for a mast within the parish.

5 Police Report

The police report for April and May was considered – four crimes had been recorded in the (1x theft motor vehicle, 1x criminal damage, 1x assault, 1x sexual assault).

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6 Reports from County & District Councillors.

Not present.

Following discussion, it was **agreed** that the meeting date would change to the second Tuesday of the month from January 2017, to allow Tony Adams to attend.

7 Break for the Public to Speak

Meeting closed at 20:22

Nothing to raise.

Meeting opened at 20:23

8 Correspondence

8.1 Felthorpe Lawnmower Services – had written to request permission to commission a new oak noticeboard for the parish council with a sign underneath it directing to their premises, as sales had reduced since the last sign was removed. Councillors **agreed** to this but asked to see the proposed design first. Planning would be contacted to check that planning permission was not required to replace the existing noticeboard.

8.2 Total Transport. NCC had written to advise that they were collating a list of all local community transport service to allow residents to obtain transportation more easily. Councillors confirmed that none was available within the parish.

8.3 Telephone box. A suggestion had been received that the defibrillator should be relocated to the telephone box. It was **agreed** that the pavilion was easily accessible and the correct location, and so the suggestion would not be taken forward.

9 To consider the annual grant requests

An application had been received from St Margaret's PCC for help towards ground maintenance costs. £1000 was requested, of which £400 was proposed and **agreed**.

10 To consider remaining traffic issues in order to plan the budget setting process for 2016/17.

The clerk advised that Highways have confirmed receipt of the cheque for the traffic calming measures. The proposed schedule was being sought.

A three-year plan for traffic improvements was circulated and considered, including suggestions to arrange a petition regarding stopping HGVs travelling through the parish, pedestrian posts, another traffic survey in 2018 once the NDR opens, and gateways through the parish - purchased with the aid of the parish partnership fund.

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It was **agreed** that a simplified version of the plan would be produced for the village fete to discuss with parishioners. In addition, the new parish partnership scheme had been released and so a site meeting would be arranged by the clerk with Highways to establish costs for the gateways.

11 To finalise plans for the parish council attendance at the village fete on 24 July.

Following discussion it was **agreed** that the parish council's stall would feature the following areas:-

- Choices for the telephone box
- Litter pick / village pride day
- HGV petition
- Traffic modification scheme suggestions and achievements so far
- Comments sheet

A budget of £100 was approved.

12 To discuss the Pavilion

It was noted that the playgroup had cancelled their recurring booking in the Pavilion due to dwindling attendance numbers. The committee were asked whether this would affect the running of the pavilion and advised that it would mean a loss of approximately £4000 per annum. There would be a corresponding reduction in the heating bill. The committee were giving consideration to how to manage the loss, for example by holding more fund raising events and advertising the gaps.

13 To Consider Planning Matters

13.1 20160723 – Thistle Barn, Reepham Road. Support.

13.2 20160956 - Comfort Cottage, Brands Lane. Support.

13.3 It was noted that application 2015/2056 (Deighton Hills, variation of days and hours) has been withdrawn. This would be amended and resubmitted.

14 To Consider Financial Matters

14.1 The following payments were **agreed**:

- Clerks Salary and Expenses (May)- £180.01 (SO of £142.06 paid on 1 June, cheque for £37.95 expenses).
- HMRC (clerks tax) £109.60
- Mr Sibley (grass cutting) £127.50
- St Margaret's PCC (grounds donation) £400

14.2 To note the following income:

- HMRC (VAT reclaim) £1842.89
- Norfolk County Council (grass cutting fees) £2299.66
- Broadland District Council (precept) £4337.5
- Broadland District Council (CIL) £849.83

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14.3 The updated accounts were considered.

15 To Give Updates on Councillor Portfolios

15.1 The Pavilion committee are due to meet on Thursday 9 June.

15.2 The clerk would check with Mr Sibley when the footpath is due to be trimmed.

16 Village Matters

16.1 Pot holes would be reported in the following locations:

- Haveringland Road / Horsfold junction
- Felthorpe road, towards Attlebridge
- Haveringland Road / The Street junction

Date of next meeting – Tuesday 5 July 2016.

Meeting closed at 22.00