

MINUTES OF THE MEETING OF FELTHORPE PARISH COUNCIL
HELD IN THE PAVILION ON TUESDAY 2 MAY 2017

Present:

Bob Clarke (in the Chair- items 1-4)	Ben Bates (in the Chair, items 4 onwards)
Paula Carter	John Bebbington
Robert Barber (from item 17)	Andrea Elsdon

Also in attendance:

Sonya Blythe (Parish Clerk)
Members of the public

1 Chairman's Welcome and Announcements and apologies for absence

Apologies were received from Cllr Buckley.

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

BC and BB declared an interest under item 3 as they had submitted invoices for payment.

The Chairman rearranged the agenda to take the Finance item at this point:

3 To consider financial matters.

3.1 The following payments were agreed:

- Clerks Salary and Expenses (April)- £178.60 (SO of £151.70 paid on 1 May), cheque for £26.90 expenses.
- NALC (annual subs) £286.60
- Mr Sibley (grounds maintenance) £194.10
- R Bates (well repair) £124.06
- R Clarke (well repair) £75.00

3.2 To note income:

- The first instalment of the annual precept of £5400 from Broadland District Council was noted.

3.3 To sign the banking mandate to update the Clerks postal address: this had eventually been completed by telephone.

3.4 To agree the budget for attendance at the 2017 village fete; a budget of £150 was agreed.

3.5 The updated accounts for 2017/18 were noted.

3.6 It was agreed to add BB onto the banking mandate as a signatory. ACTION: CLERK.

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4 To elect the Chairman for the forthcoming year

BC announced that he would be standing down as both Chairman and Councillor after 20 years on the Council. He was thanked for his valuable work in this time and stood down from the table.

BB was nominated and elected as Chairman. The acceptance of office was signed.

5 To elect the vice Chairman for the forthcoming year.

JB was nominated and elected as vice-Chairman. The acceptance of office was signed.

6 To Ratify the Minutes of the Meeting held on 4 April 2017

The minutes were **agreed** and signed as being a true record of the meeting subject to the following amendments:-

Item 6 – spelling should read “Bilney”.

7 Matters arising from the Minutes of the Meetings on 4 April 2017

It was noted that a feasibility study for a third road narrowing would cost £1500. It was **agreed** to go ahead with this so that an accurate bid can then be written for the next Parish partnership Fund.

Item 4- the request for temporary traffic lights on Fir Covert Road had been declined.

Item 10.2 – NCC had responded to say the final figure that FPC would receive back had not been calculated, but initial figures indicated that it would be over £5000.

8 Police Report

The annual police report for the period 1st April 2016 to 31st March 2017 was received; 50 crimes had been recorded compared to 47 the previous year; 33 of the crimes related to Boundary House.

9 Reports from County & District Councillors.

None present.

10 Break for the Public to Speak

Meeting closed at 20.48

No matters raised.

Meeting reopened 20.49

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**11 To consider and re-confirm the following policies:-
Code of Conduct, Standing Orders and Financial Regulations**

The code of conduct, standing orders and financial regulations were all considered. No changes were required and so they were **agreed**.

12 To agree the annual appointments to Committees

12.1 BC reported that the Fuel Allotment Charity had made gifts of £25 to 12 parishioners during the Christmas period and a gift of £50 to another parishioner. He reminded the Council to ensure that parishioners were aware of this service. As a trustee, BC would remain representative of the Fuel Allotment Charity on behalf of FPC.

12.2 Recreation Ground Committee – it was agreed to carry on the current system, where instead of having a formal representative on the committee, the parish council would continue to attend meetings in an informal capacity.

12.3 Parish councillor portfolios were considered and agreed as follows:

Traffic and Highways – BB and RB
Finance and Comms - GB
Amenities and Assets - JB
Recreation Ground – AE and PC
Planning – AE

13 To discuss future actions with the completed traffic petition

BB reported that the traffic petition had been analysed and a report was being written. It was agreed to hold a public meeting to discuss the results on July 11th (subject to room availability) and invite the Chairman of the Environment, Development and Transport to receive it.

14 To receive correspondence.

- Environment Agency – The annual programme of maintenance was noted.
- Mrs Platten-Jarvis had written regarding traffic issues – this was noted.

15 To Consider Planning Matters

It was reported that 20170425 (Workshop, Church Lane) had been granted planning permission despite FPCs objection.

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16 To discuss options for the telephone box.

AE raised the possibility of charging sponsorship to pay for the 'phone box refurbishment. Following discussion it was agreed that this would be difficult and take time. As quotes had been obtained it would be better to use the budgeted amount and commence the work as soon as possible instead. It was **agreed** that BB would take this forward, with the assistance of BC.

17 To Give Updates on Councillor Portfolios / Village Matters.

(RB arrived at 21.20)

17.1 AE reported that the village hall committee AGM would be held the following week.

17.2 JB reported that, during a recent check of the assets, he had noticed that the seat at the end of Bilney Lane was damaged. He would carry out a full assessment of all seats owned by FPF and report back at the next meeting. He had also checked the bus stop which was in good condition.

Date of next meeting – Tuesday 6 June 2017.

Meeting closed at 21.30