

MINUTES OF THE MEETING OF FELTHORPE PARISH COUNCIL
HELD IN THE PAVILION ON TUESDAY 5 FEBRUARY 2019

Present:

Ben Bates (in the Chair)
John Bebbington

Paula Carter
Robert Barber

Also in attendance:

Sonya Blythe (Parish Clerk)
Members of the public

Cllr Tony Adams

1 Chairman's Welcome and Announcements and apologies for absence

Apologies had been received and were accepted from Graham Buckley, Andrea Elsdon and Andrew Cooper.

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

No matters declared.

3 To ratify the minutes of the meeting held on 4 December 2018

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

4 Matters arising from the minutes of the previous meeting

4.1 8.3. It was reported that Councillors had not seen the response drafted by GB to the Greater Norwich Local Plan. The Clerk would circulate. ACTION: CLERK.

4.2 11.3. Highways had given permission for FPC to prune the tree at the junction of Taverham Road and The Street, which had now been carried out. JB reported that higher branches from the tree would be pruned shortly by UK Power Networks.

5 Police Report

5.1 Not received.

6 Reports from County & District Councillors.

6.1 The district councilors were not present.

6.2 TA reported on a meeting he had held with BB, RB and Chris Alston and Nick Tupper from Highways. The tone of the meeting had been negative, with a weight restriction ruled out for The Street as HGV's should be at least 5% of traffic which currently was not the case. Standard advisory signs for HGVs "UNSUITABLE FOR HGV's" are a possibility.

6.3 South Norfolk and Broadland Councils were in the process of joining up their services.

7 To allow the public to raise matters

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7.1 Nothing raised.

8 To receive information on Highway matters

8.1 RB circulated a draft survey for residents of Bilney Lane, Brands Lane and Church Lane to consider, to ascertain whether they were for or against Bilney Lane to be closed to through traffic. The work would cost around £25k, which could be applied for under the parish partnership fund and by using TAs annual highways fund. It was **agreed** to circulate the questionnaire to these three roads. ACTION RB.

8.2 The possibility of HGV advisory signs at three locations through the parish was considered and a design agreed (Unsuitable for HGV). It was **agreed** to request that signs be erected by Highways at three locations, at the two Reepham Road entrances into the parish and at the Haveringland crossroads. ACTION CLERK.

8.3 It was noted that repair barriers were still in Taverham road on the bend, causing pedestrians to walk in the road. TA offered to address this with Highways.

8.4 A discussion had been held with Highways regarding installing two more road narrowings in the parish, to calm traffic speeds. £5k had been allocated in the 2019/20 budget for preliminary investigation, and it was agreed to contact the Public Works Loan Board to discuss loan options. ACTION: CLERK.

8.5 Broadland Council had advised that currently they had no “no fly tipping” signs in stock.

9 To receive information on the 2019 parish council elections

Information on the forthcoming elections was noted. The Clerk would bring nomination forms to the next meeting for distribution. ACTION: CLERK.

10 To review the 2018 action plan and write the 2019 action plan

10.1 The 2018 action plan was considered. All actions had been completed with the exception of bus stop repairs, which were ongoing.

10.2 The following were agreed for the 2019 action plan:

- To continue with the traffic calming plan (road closure on Bilney Lane, “No HGV” signs, two additional narrowings);
- Organise 2019 Village Pride day
- Bus shelter improvements
- Organise autumn planting
- Continue to protect parish by fighting large scale developments and planning applications
- Investigate new notice boards

TA left at 20.45

11. To carry out the annual internal controls review

The updated internal controls were reviewed and agreed.

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12. To discuss a future Village Pride Day

It was proposed and agreed to organise a village pride day for 13 April. BB would contact Broadland Council to borrow equipment and design leaflets. JB would organise to borrow a trailer for the litter.

A resident of Mill Lane was thanked for carrying out several litter picks over Christmas.

13 To note / action the following correspondence

13.1 Correspondence regarding a new 4women Outreach Service was noted and would be added to the website.

13.2 A briefing on proposed changes to the Early Childhood and Family Service was noted

13.3 Correspondence received since publication of the agenda

None.

14 To consider planning applications

14.1 20190038, Land between Sunset View & Leaway, Furze Road - Removal of Existing Outbuilding and Construct a Detached Dwelling with Integral Garage. No objection.

14.2 20182086, The Old Dairy, Haveringland Road - Conversion of Former Dairy Building Into Dwelling and New Highways Access to Haveringland Road. No objections.

14.3 To consider any applications received after the agenda was published.

None.

14.4 To ratify Planning responses sent since the last meeting

20182053, Workshop, Church Lane. No objection

20181988, Erection of garage adjoining existing stable block, erection of lean-to storage building and alterations to access track, Felthorpe Hall, 81 The Street. No objection.

15 To consider financial matters

15.1 The following payments were **agreed**:

- Clerks Salary and Expenses (December and January) - £417.28 (SO of £153.20 paid on 1 December and 1 January), cheque for £110.88
- Mr Sibley (grounds maintenance) £20

15.2 To confirm the extension of the grounds maintenance contract.

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JB reported that Mr Sibley's contract had been extended for another year.

- 15.3 To discuss the budget for future traffic calming plans

As discussed at 8.4, a proposal would be drawn together and then Highways would be asked to provide a cost estimate. ACTION BB / Clerk.

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

- 16.1 RB reported that he had recently cleared out the telephone box of dog packs and removed most posters from around the parish as the situation had improved. He advised that the book switch in the telephone box was very active.

- 16.2 It was agreed to add information on footpaths and rights of ways to the next newsletter.

- 17 **To receive items for the next agenda**

None

Date of next meeting: Tuesday 5 March 2019

Meeting closed at 21.25