

FELTHORPE PARISH COUNCIL

A meeting of Felthorpe Parish Council was held on 4 June 2024 at 8.10pm at the Pavilion

Minutes of Meeting

Present:

Andrew Cooper (in the Chair) (AC)
Paula Carter (PC)

Andrea Elsdon (AE)
Martin Dickinson (MD)

Also Present:

Tony Adams (County Councillor)
Nich Starling (District Councillor)

2 members of public

1. Chairman's Welcome and to receive and consider apologies for absence

The Chairman welcomed attendees to the meeting. Apologies had been received from Wendy Saunders.

Lisa 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 7 May 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

The Clerk confirmed that there had been no calls for an election, and so new Councillors could be co-opted.

Clerk to advertise

5. To receive reports from District and County Councillors

TA reported that he had pursued a traffic survey for the parish, which had been raised with PC Colin Bailey.

AC noted overgrown highway verge verges at several junctions in the parish, such as Taverham Road/ Reephams Road. TA **agreed** to report to Highways.

It was reported that flooding on Bilney Lane had been reported to Highways by

District Councillor Starling.

NS reported that office space had been let out at South Norfolk and Broadland Council's new office, which would provide income.

NS advised that Planning had commenced with aggregate pile checks of a site on Brands Lane.

6. To allow the public to raise matters

A wall had been built into the hedge on the Taverham Road bend. This seemed to be encroaching into the road, as well as being distracting for drivers. The Clerk would report to highways.

Action Clerk

7. To receive / agree actions for the following correspondence

- 7.1 Response from Safety Camera Team – Further to item 5, the Senior Safety Camera Enforcement Officer had confirmed that he would carry out some enforcement during June.

7.2 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

2024/1572, Almyr, 4 Holt Road Felthorpe - Variation of condition 2 of 2023/2572 - Change of design - additional windows, change to building position within site, and door and window positions. No objection.

8.3 To ratify planning responses sent since the last meeting

None.

8.4 To note the Enforcement Update

One new case within the parish.

9. To consider financial matters

- 9.1 The following payments were **agreed**:

- Clerks Salary and Expenses (May) - £223.01 (SO of £166.40 paid on 1 June), BACS for £62.01
- Mr Sibley (grounds maintenance) £315.00
- Inty DD (Microsoft 365) £40.08
- St Margaret's PCC (newsletter printing) £31.99

9.2 To note income:
None

9.3 To receive the spend against budget report and bank reconciliation to date
Received. Accounts on 31 May totalled £27,126.28.

9.4 To consider grant requests:
The following request were considered and **approved**:

- Felthorpe Recreation Ground Committee, £2000 for grounds maintenance and insurance.
- St Margarets PCC, £1100 for grounds maintenance.

NS **agreed** to ask Broadland Council what would happen if the recreation ground committee, a registered charity, had no committee members.

9.5 To agree which signatories will authorise payments on 5 June 2024
AC and PC **agreed**.

10. To review the following policies:
-Grants and Donations Policy
-Records Retention Policy
-Financial Regulations (updated)
All **approved**.

Clerk to add to website

11. **To receive an update on Highways matters and agree matters where required**

No update

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

Councillors confirmed they had commenced with handing out the "think 20 mph" bin stickers.

The Clerk was asked to report the following items to Norfolk County Council:

- 87 The Street, - hedge over footpath
- Felthorpe Hall border / Hall Lane –banks spread into road and overgrown trees

It was reported that the quarterly newsletter had been distributed throughout parish and had received positive feedback

13. To receive items for the next agenda

None.

14. To agree items for the next newsletter

- Reminder to bring wheelie bins in after collection day
- Parish Councillors feature
- Historical item

15. To confirm the date of the next meeting as Tuesday 2 July 2024

Agreed.

Meeting closed at 21.00