

FELTHORPE PARISH COUNCIL

**A meeting of Felthorpe Parish Council was held on 1 October 2024 at 8.00pm
at the Pavilion**

Minutes of Meeting

Present:

Andrew Cooper (in the Chair) (AC) Andrea Elsdon (AE)
Paula Carter (PC)

Also Present:

Tony Adams (County Councillor)

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. Martin Dickinson was not present.

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

None raised.

3. To ratify the minutes of the meeting held on 3 September 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 Bleed Box had been installed within the defibrillator cabinet.

5. To receive reports from District and County Councillors

TA reported that he was standing down as County Councillor at the next election. His potential replacement candidate for the ward had recently sadly passed away.

AC reported pavements in need of repair on Church Street. TA noted that Norfolk County Council would not carry out pavement repairs unless urgent.

6. To allow the public to raise matters

None present.

7. To receive / agree actions for the following correspondence

7.1 None.

7.2 **To consider time sensitive correspondence received since publication of agenda**

Remembrance Day Service – AC **agreed** to attend the annual remembrance service. The Clerk would order a wreath.

Action Clerk / AC

Jerome Mayhew MP had written to advise that he had requested “visible policing” for traffic monitoring in the parish.

City Fibre – Horsford Parish Council had asked if FPC would like to issue a joint statement regarding poor footpath reinstatement by City Fibre. Council **agreed** that they would not participate, as in many cases the work by City Fibre was superior to the condition that Norfolk County Council had let the paths get into.

8. To consider planning applications

8.1 None

8.2 **To consider time sensitive applications received since publication of agenda**

None

8.3 **To ratify planning responses sent since the last meeting**

None

8.4 **To note the Enforcement Update**

Noted.

9. To consider financial matters

9.1 The following payments were **agreed**:

- Clerks Salary and Expenses (September) - £220.31 (SO of £166.40 paid on 1 October), BACS for £53.91
- HMRC Q2 £147.80
- Mr Sibley (grounds maintenance) £282
- Felthorpe PCC (newsletter) £37.70
- Inty DD (Microsoft 365) £40.08
- Unity Trust (monthly fee) £6

9.2 To note income:

Broadland Council £5500 (precept)

- 9.3 To receive the spend against budget report and bank reconciliation to date
Received. Accounts on 30 September totalled £28,520.72
- 9.4 To agree which signatories will authorise payments on 2 October 2024
AC and PC **agreed**.
- 9.5 To appoint the internal auditor for the 24/25 accounts.
A £75 quote was received from Clare Morton, which it was **resolved** to accept.
Clerk to advise
- 10. To receive an update on Highways matters and agree matters where required**

None raised
- 11. To co-opt a Parish Councillor**

No applications
- 12. To receive updates on Councillor portfolios / Village Matters (items for information only)**

AE reported that the newsletter has been submitted to Felthorpe PCC for distribution.
- 13. To receive items for the next agenda**

-Budget setting.
-Bi-monthly meetings
- 14. To agree items for the next newsletter**

No new items.
- 15. To confirm the date of the next meeting as Tuesday 5 November 2024**

It was **agreed** to cancel the November meeting. The next meeting would be Tuesday 3 December.

Meeting closed at 20.40