

FELTHORPE PARISH COUNCIL

**A meeting of Felthorpe Parish Council was held on 3 December 2024 at
8.00pm at the Pavilion**

Minutes of Meeting

Present:

Andrew Cooper (in the Chair) (AC)	Andrea Elsdon (AE)
Paula Carter (PC)	Wendy Saunders (WS)
Martin Dickinson (MD)	

Also Present:

Tony Adams (County Councillor)	2 members of public
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1. Chairman's Welcome and to receive and consider apologies for absence

The Chairman welcomed attendees to the meeting. All Councillors were present.

Nich Starling has advised he would not be 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 1 October 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

None.

5. To receive reports from District and County Councillors

TA reported that:

-Government had reported they were looking to reorganise local Government. A White Paper was awaited.

-It appeared that funding would not be made available for the Western Link road, although this had not been confirmed.

6. To allow the public to raise matters

A parishioner reported that training was available for use of the bleed kit, stored within the defibrillator cabinet. Council were happy to support this if more details could be provided.

7. To receive / agree actions for the following correspondence

- 7.1 Dog fouling – newsletter update. A resident requested that parishioners be requested to ensure their dogs did not foul in people's gardens. AE would add to the next edition.

Action AE

- 7.2 Churchyard maintenance grant – a request had been made for a grant for the churchyard in the following year. It was agreed to build this into the draft budget.
- 7.3 Parking on The Street – it was noted that the Police had confirmed that parking on The Street was allowed, as long as there were no restrictions.
- 7.4 Western link update – noted.

7.5 To consider time sensitive correspondence received since publication of agenda

Darkness to Light invitation in Haveringland – invitation received. AC to attend

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

2024/3077 - Land At 12 Holt Road Felthorpe - Replacement of existing dwelling with single-storey dwelling and attached garage including access. No objection.

2024/3104 - Land North and South of Haveringland Road, Broadland Country Park - Construction of a visitor centre and cafe, alterations & expansions to the existing car parks & associated development. No objection

Agreed

8.4 To note the Enforcement Update

Noted.

9. To consider financial matters

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

- Clerks Salary and Expenses (November) - £241.43 (SO of £166.40 paid on 1 December), BACS for £74.95

- HMRC (Q3) £176.20
- Mr Sibley (grounds maintenance) £500.50
- Outside Help DD (Microsoft 365) £120.24 (three-month payment, previous two months not taken)
- Unity Trust (monthly fee) £6

9.2 To confirm the payments made between meetings:

- Salary and Expenses (October) - £220.31 (SO of £166.40 paid on 1 November), BACS for £158.28
- Broadland Council (dog bin emptying) £1148.16
- TD Exterior (cleaning village signs) £60
- Unity Trust (monthly bank fees) £5.40
- Data Protection Office DD (ICO) £35
- Unity Trust (monthly fee) £6.00

Resolved as approved

9.3 To note income:

Broadland Council (CIL) £225.84

9.4 To receive the spend against budget report and bank reconciliation to date Received. Accounts on 30 November totalled £26,479.51.

9.5 To note that the 24/25 pay award has been agreed and back paid to 1 April 2024. Noted.

9.6 To agree which signatories will authorise payments on 4 December 2024 AC and PC **agreed**.

9.7 To consider and agree the draft budget.

The draft budget was considered, and a conversation was held with the Recreation Ground Committee regarding their needs. A donation towards grounds maintenance at the recreation ground was built into the budget. The rest of the budget was **approved** as received.

9.8 To consider and confirm the 2025/26 parish precept. The 25/26 precept was **resolved** as £11,000, £40.15 per property per annum.

Clerk to advise Broadland

10. To consider changing future meeting dates to bi-monthly

This was **approved**. The schedule in future would be as follows:

2025 – February, May, July, September, November

2026 onwards - January, March, May, July, September, November

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

None raised

12. To co-opt a Parish Councillor

No applications received. Consideration was given to holding an event with the Recreation Ground Committee to encourage membership to both. This would be held in spring.

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

A spring litter pick would be held on 27 April, at 10am at the Pavilion. Details would be finalised at the next meeting.

14. To receive items for the next agenda

- Spring litter pick

15. To agree items for the next newsletter

- Dog fouling
- Featured councillor (AE)
- Precept
- Litter pick

16. To confirm the date of the next meeting as Tuesday 4 February 2025

Agreed

Meeting closed at 21:10