

FELTHORPE PARISH COUNCIL

**A meeting of Felthorpe Parish Council was held on 4 February 2025 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
Lisa Starling (District Councillor)	

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

The Chairman welcomed attendees to the meeting. All Councillors were 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 December 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:

- The Western Link road had officially been put on hold, which therefore would also cancel the related improvement works in Felthorpe. MD had attended a meeting the previous week with Norfolk County Council and had been advised that some works may continue. MD would raise at the next meeting. TA noted that the scheme was still on the Government's overall road plans.
- Information on whether Norfolk was in the first tranche of devolved authorities would be received this week. This would determine whether County Council elections would be held in May.

LS reported that an Overview and Scrutiny Panel would be held at Broadland Council tonight, where Councillors would push for a council tax freeze.

6. To allow the public to raise matters

A pot hole on The Street, outside the Pavilion was reported. Clerk to advise Highways.

Action Clerk

7. To receive / agree actions for the following correspondence

- 7.1 Voting paper – NALC constitution – **agreed** to sign. **Action Clerk**
- 7.2 Devolution and Local Government Reform Update – covered during item 5.
- 7.3 Western Link Update – MD reiterated that any improvement works for the parish would depend on if there was any budget left. The hope was that The Street would all become 20mph if plans went ahead, with adjoining roads being made 40mph.

7.4 To consider time sensitive correspondence received since publication of agenda

Correspondence was received from Terry Dicker, noting that the cost of cleaning the village signs would need to increase from £60 to £75 each quarter. This was **approved**.

8. To consider planning applications

- 8.1 2025/0105, 5C - 5D Church Lane Felthorpe - Replacement storage building to provide new office / light industrial unit. No objection.

Clerk to submit

8.2 To consider time sensitive applications received since publication of agenda

None

8.3 To ratify planning responses sent since the last meeting

2024/3793, Woodstock Brands Lane - Certificate of lawful development (existing) to confirm lawful residential use for at least the last 4 years. No objection.

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

Agreed

8.4 To note the Enforcement Update

Noted.

9. To consider financial matters

9.1 The following payments were approved:

- Clerks Salary and Expenses (January) - £270.41 (SO of £166.40 paid on 1 February), BACS for £104.01
- Outside Help DD (Microsoft 365) £40.08
- Felthorpe PCC (Newsletter) £46.08
- Unity Trust (monthly bank fees) £6

In addition it was noted that the SAM2 camera batteries were no longer holding charge. It was **agreed** to purchase two at £84 each.

Action Clerk

9.2 The following payments had been approved between meetings:

- Salary and Expenses (December) - £232.90 (SO of £166.40 paid on 1 January), BACS for £66.50
- Mr Sibley – grounds maintenance - £207.26
- Outside Help DD (Microsoft 365) £40.08
- Unity Trust (monthly bank fees) £6.00

9.3 To note income:

£677.93 HMRC VAT reclaim

9.4 To receive the accounts and bank reconciliation to date

Received and noted.

9.5 To agree which signatories will authorise payments on 5 February 2025

AC/PC agreed.

10. To consider a Councillor / Committee Member Event with the Recreation Ground Committee

A conversation was held around the need to recruit new Parish Councillors and Recreation Ground Committee Members. It was **agreed** to hold an event to meet the community on 7 May 2025 at 7pm. The Clerk would draft a poster, which the Recreation Ground Committee would post around the parish. AC would add to Next Door. A title would be agreed by email. Refreshments would be provided on the evening.

Action: all

11. To confirm details for the April parish litter pick

This was confirmed for 27 April at 10am. AC to add information to Next Door. Clerk to arrange for Broadland Council to collect bags.

Actions AC / Clerk

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

Covered at item 5 and 7.3.

Damage to the wooden bollards on the Taverham Road bends was reported.

Clerk to advise Highways

13. To co-opt a Parish Councillor

No applications received.

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

None raised

15. To receive items for the next agenda

-Annual audit and accounts report

16. To agree items for the next newsletter

- Litter pick
- Information night
- Local business link
- Meet the Councillor (WS)

17. To confirm the date of the next meeting as Tuesday 6 May 2025

Agreed

Meeting closed at 21:15