

FELTHORPE PARISH COUNCIL

A meeting of Felthorpe Parish Council was held on 1 July 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) (from 8.15pm)	Jayne Gibbons (JG) (from item 3)

Also Present:

Nich Starling (District Councillor)	3 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.

County Councillor Tony Adams has advised that they would not be present.

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

None raised.

Item 12 was taken at this point.

3. To co-opt a Parish Councillor

Jayne Gibbons was interviewed and **coopted** as a new parish councillor. The acceptance of office form was signed.

Clerk to forward Council information

The rest of the agenda was taken in the following order.

4. To ratify the minutes of the meeting held on 6 May 2025

The minutes were **agreed** as an accurate record and signed by the Chairman.

5. To receive information on matters arising from the minutes not covered elsewhere on the agenda

All actions had been completed.

6. To receive reports from District and County Councillors

NS gave an update on the Brands Lane trading activity. Planning enforcement work was still ongoing.

An update on Local Government Reorganisation was received.

MD entered the meeting.

7. To allow the public to raise matters

The Recreation Ground Committee noted that they would be submitting a grant request form for grounds maintenance expenses.

8. Policies

8.1 To confirm the Risk Register.
Received and **approved**.

8.2 To confirm the asset list.
Received and **approved**.

8.3 To consider the annual asset inspection report
PC confirmed that she had carried out the annual asset check. No issues were raised, other than the 'phone box needed to be painted. The Clerk would obtain a quote to have this work completed.

Action Clerk

9. To note / agree actions for the following correspondence

9.1 Taverham Road bend – Broadland Council. Planning Enforcement had advised that they could not assist and that it was a Norfolk County Council (NCC) matter. NCC had been contacted again but had not yet responded.

9.2 Armed Forces covenant. **Agreed** to support.

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

None.

10. To consider planning applications

10.1 None

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

None

10.3 To ratify planning responses sent since the last meeting

2025/1419 -The Old Dairy, Haveringland Road, Single-storey side structure including a double carport, ancillary spaces including a home office, a gym, and storage area. No objection.

10.4 To note the Enforcement Update

Not received.

11. To consider financial matters

11.1 The following payments were approved:

- Clerk salary and expenses £232.90
- HMRC Q1 £157.20
- Geoff Sibley – grounds £513.52
- Outside Help - Microsoft licences £40.08
- Unity - monthly fees £6

11.2 The following payments were noted as approved between meetings:

- Clerk - expenses & salary £239.19
- TD Exterior – sign cleaning - £75.00
- Geoff Sibley – grounds £306
- Outside Help - Microsoft licences £40.08
- Unity - monthly fees £6

11.3 To note income:
£0

11.4 To receive the 2526 accounts and bank reconciliation to date
Received and noted.

11.5 To agree which signatories will authorise payments on 2 July 2025
PC and AC agreed.

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

NCC had written to confirm that a 20mph speed limit would be implemented through the main area of the village, with 40mph in outlying areas, once a consultation had been carried out. This should be completed by the end of the year. Council **resolved** to fully support this proposal.

Action Clerk to notify NCC

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

WS and MD noted that a western link liaison meeting had been organised for 23rd July.

JG reported antisocial behaviour from industrial units on Mill Lane, revving and driving dangerously. AC to speak to the landowner for guidance. NS to raise with police contact as this should be covered under Broadland anti social behaviour regulations.

Action AC / NS

14. To receive items for the next agenda

None.

15. To agree items for the next newsletter

Councillor feature - MD
Fuel allotment charity
School Garage
Septic tank replacement scheme
Speed limit reduction

16. To confirm the date of the next meeting as Tuesday 2 September 2025

Agreed.

Meeting closed at 21:05