

FELTHORPE PARISH COUNCIL

**The Annual Parish Meeting of Felthorpe was held on 6 May 2025 at
8.00pm at the Pavilion**

Minutes of Meeting

Present:

Andrew Cooper (in the Chair)
Paula Carter
Martin Dickinson

Andrea Elsdon
Wendy Saunders

Also Present:

Tony Adams (County Councillor)

4 members of public

1. To confirm the minutes of the meeting held on Tuesday 7 May 2024.

AC welcomed attendees to the meeting.

The minutes were agreed as an accurate record and signed.

2. To receive the Parish Council annual report from the Chairman

The Chairman made a report on parish council activities across the previous year, attached as appendix A.

3. To hear and discuss matters raised by members of the public

None raised.

4. To receive a report from Felthorpe Cricket Club

No report received.

5. To receive a report from the Recreation Ground Committee

The annual report was circulated and is reported at appendix C.

6. To receive an annual report from St Margaret's PCC

The annual report was circulated and is reported at appendix D.

7. To receive a report from the Fuel Allotment Charity

The annual report was circulated and is reported at appendix E.

Sonya Blythe
Clerk to the Council
Felthorpe Parish Council
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Meeting closed at 20:15

Appendix A

Chairman's report

Chairman's report – April 2025.

Firstly, I welcome all to our annual meeting to whom I have the pleasure of offering this report.

I must say it has been a pleasure to act as chairman of the parish council, during this, my second year. As always, I see it as my responsibility to serve as well as I can and continue to use my best endeavours to work to achieve the best for all parishioners.

Again this year, it was a personal honour and privilege to represent the council at our local church, laying a wreath at the service of remembrance and delivering a reading at the Christmas carol service. Regards the church, I must thank Revd Margaret McPhee for her support of those parishioners attending and benefiting from the church.

I would also like to thank my fellow councillors for their time and efforts in serving the parish. We do however seek new members and as such have arranged a meeting to discuss same in the hope, we may be able to attract two new councillors as we recognise the consequences of us falling below the required number should this occur.

Particular thanks must go to Wendy and Martin for their continued work relating to the Western Link, and to Andrea for her excellent work in producing our newsletter including researching content etc. It has been pleasing to hear positive feedback around the newsletter from parishioners.

It is good to see our efforts regards speeding through the village look to be leading to the implementation of further restrictions. This partly due to the work around the western link and some thanks must also go to previous councillors for their work and efforts on the subject while serving.

Thanks, must also go to our clerk who carries out her role with commitment, professionalism, and due diligence, maintaining a firm hand on the rudder in all aspects of administration and finances.

On the matter of finances your council maintains a healthy position. During the year we provided grants to St Margarets Church and to the Pavilion. We must also offer continuing thanks to the pavilion committee for many things, but particularly for allowing use of their facilities enabling us to hold our meetings

there. The parish council under my chairmanship will continue to work with the pavilion committee supporting them and the events they arrange.

It was good to be able to advise all parishioners that their parish council had not applied any increase in contribution to their council tax this year. A small action but hopefully well received by all.

Meetings are held the first Tuesday of the month with six being held each year. This year we have reduced the number of meetings as it was felt we could serve the parish with this reduced number, dealing with any arising matters in between where required. It is also hoped this change may attract new members due the reduced time commitment. Our meetings are held in public, so all are welcome to attend, with opportunity being offered to briefly address council if desired.

Our community litter pick was again required this year, this being an unfortunate necessity as the message of taking litter home still doesn't seem to resonate with all. From the collected items it is also clear a number of tradespersons, having carried out small works feel the distribution of the waste generated is best deposited in our village on their way through, rather than taking it to the local recycling centre. I wish people having work carried out would check those carrying out said works held a waste licence before engaging them. It was good to see such good numbers attending this year, possibly aided by the good weather. Thanks to all who volunteered or assisted on the day. Some of the "findings" on such an event are a cause of slight disbelief and can ask questions of some of the public's thought processes.

Throughout the year we have had various planning applications, none of which have been particularly contentious. All applications are considered and discussed prior to any actions.

I am pleased to advise parish crime reports are minimal.

Thanks for his regular attendance and efforts on our behalf must go to Tony Adams, our Norfolk County Councillor. Due to the divulsion and local government restructure, removing the democratic right to hold an election, Tony will be serving us for another year. We look forward to seeing him at our meetings and to receiving his continuing support. Thanks also to our Broadland District Councillors.

I would also thank Terry Dicker of TD Exterior cleaning for his work in keeping the village signs clean and moving the SAM cameras, and to Mr Sibley for his work in maintaining our villages grassed areas. These works all assist in keeping our village looking tidy and well-kept hopefully leading to a further pride being taken by all.

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As we approach the 80th anniversary of Victory in Europe day I am pleased we will be welcoming our own Tommy to the village where he will stand and reside beside our village sign, in recognition of our appreciation and acknowledgement of those who served, with so many giving the ultimate sacrifice, for us all, during the second world war and all conflicts.

Finally, I must personally thank all for their support throughout the last year.

Andrew Cooper – Chairman Felthorpe Parish Council.

Cricket Club Annual Report

Appendix B

Not received.

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Appendix C

Annual Report from the Recreation Ground & Pavilion.

27th APRIL, 2025

FELTHORPE RECREATION GROUND CHAIRMAN'S REPORT

Another difficult year, as a result of delivering flyers to every household in Felthorpe to try and encourage new committee members. We had some response but unfortunately couldn't recruit new members. So another year on we are still in the same position with 6 committee members and Kayliegh who helps us with advertising our fundraising facebook etc.

The situation is now that we are an ageing committee and are concerned about how long we can carry on in this situation. We have contacted (CAN) Community Action Norfolk of which we are members for advice on this, they have responded with advice of actions we can take. See attachment.

We have received £2,000.00 grant from Felthorpe Parish Council which was gratefully received and will help towards the cost of our Annual Insurance Bill.

Also our two District Councillors this year awarded us with their Member Award Grants to Felthorpe this year which we have spent on more seating for the park area and general upkeep of the space.

We have also had fundraising events which have been quite successful ie: Quizzes, Car Boot, Xmas Fayre and our 30th year celebration which was very well supported. This year much the but we are celebrating the park being open 10 years with a music fest on July 12th 2025. There will be 5 local bands, bar food, ice cream, raffle and a childrens entertainer too, and a few other games too. Local businesses and residents sponsoring bands and advertising, lots of interest so far. We hope through advertising this event we can raise much needed funds to cover rising costs of maintenance of the hall and playing field grass cutting and we thank Geoff Sibley for all his hard work keeping the grounds looking good.

The regular clubs are still hanging on with the tuesday table tennis having a few new players. Pilates and rock box. We also now have Karate twice weekly and the childrens parties still return every year. The Soup Lunch is aslo very well supported, and we hold a charity raffle each time for local charities.

Doug Barney

Doug Barney - Chairman

Appendix D

A Report from St. Margaret's Church, Felthorpe

Activities and Objectives

St Margaret's Parochial Church Council (PCC) has the responsibility of co-operating with the incumbent, Revd Margaret McPhee, to promote the mission of the Church socially, pastorally, evangelistically and ecumenically. The preservation and maintenance of St Margaret's building is also the responsibility of the PCC.

The Income of the PCC falls well below the Charity Commissions full audit requirement, but our Independent Examiner conducts an examination of the accounts each year.

The annual report comments on the activities carried out during the year and parochial benefits accruing and also their commitment to enable as many parishioners as possible to worship at St Margaret's.

Felthorpe PCC must:

- account for its stewardship of the funds entrusted to it and prepare a report so that the general public can better understand its position
- Aggregate the accounts of other parts of the organisation or make reference to connected charities
- Identify its assets
- Differentiate between the three categories of monies:
 - o Unrestricted Funds
 - o Restricted Funds
 - o Endowment Funds

PCC Membership

PCC members are either directly elected at the Annual Parochial Church Meeting or by virtue of office following the Church Representation Rules 2022.

During 2024 the following served as members of the PCC:

Rector: Revd Margaret McPhee

Church Warden: vacant

Elected Members: Mrs Jo Irving (elected 2023)

Mr Mike Young (elected 2024)
Mr David Brooker, coopted 2024

Deanery Synod: Vacant

Committees

Standing Committee operates under the Church Representation Rules 2022, comprising the incumbent, PCC Secretary and Jo Irving, elected by the PCC.
Fabric Report

The building is reasonable order. The gutters and downspouts were cleaned by Richard Capper, SAC Restorations Ltd and a maintenance report issued highlighting the broken tiles. These will be replaced in early 2025.

The toilet facilities are welcomed by visitors, particularly after large services. Unfortunately, with a funeral and baptism both within a few days of each other, the underground collection tank ran dry! The bulb and its casing were replaced to enable the reservoir tank in the loft which supplies the water and toilet facility to function.

The flooring in the South Aisle was replaced to match existing flooring in the rest of the nave. Will Tyrell undertook this contract with the majority of it completed by Christmas 2024.

The electricity legal work will be carried out in April 2025, using the same contractor as Horsford and Hevingham Parishes.

Revd Margaret McPhee

Churchyard

The churchyard is maintained by Mark Bedder, the PCC appointed contractor. He has kept clear pathways around the churchyard enabling access to all benches and the breadth the churchyard has to offer with a major cut at the beginning and end of the season. The PCC exercised the No Mow May Policy enabling wild grasses and flowers to flourish.

A tree survey is now due having been 5 years since the last one.

Visitor numbers have increased in the churchyard, thanks in part to the Broadland Park walk ways board highlighting Felthorpe church

Revd Margaret McPhee

Electoral Roll Report

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Electoral Roll Revision commencing 20th March 2025, there are 6 members on the roll, representing the congregation of Felthorpe.

Brian Rowlands, Electoral Roll Officer

Secretary's Report

Five meetings took place including one by Zoom and including the APCM.

David Brooker took over as treasurer at the APCM. Income and expenditure were repeatedly discussed. Adjustment to Parish Share payments helped to stabilize the finances and 3% of parishioner's giving is now allocated to the 2 Mission Partners – The Children's Society and A Rocha Christian charities.

Safeguarding updates featured at each meeting to ensure a robust policy is in place.

Brian Rowlands finished his term as Church Warden in April 2024 and the PCC recognised his immense contribution to the life St Margaret's and the village. The post is yet to be filled.

The tiling of the north and south aisles was completed and has creating a more open space. The provision of tables and chairs will feature in future PCC plans.

The PCC approved changes to the Newsletter format and it will now be distributed to coincide with the Parish Council sheet on a quarterly basis.

Margaret McPhee, Rector, April 2025

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Appendix E

Fuel Allotment Charity

The figures are,

23/24. £675 paid out

24/25. £765 paid out to 16 Parishioners @ £45 pp

This was the highest number of recipients since 1948.

An article would be placed in the next newsletter to advertise the Charity.