

FELTHORPE PARISH COUNCIL

**The Annual Parish Meeting of Felthorpe was held on 5 May 2026 at
8.00pm at the Pavilion**

Minutes of Meeting

Present:

Andrew Cooper (in the Chair)
Kerry Loades-Page
Martin Dickinson

Andrea Elsdon
Wendy Saunders

Also Present:

Tony Adams (County Councillor)

3 members of public

1. To confirm the minutes of the meeting held on Tuesday 6 May 2025.

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

A member of the club attended and thanked the Parish Council for their recent donation for a new mower. This had been purchased and a new season would commence shortly.

5. To receive a report from the Recreation Ground Committee

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

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

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

7. To receive a report from the Fuel Allotment Charity

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Clerk to the Council
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The annual report was circulated and is reported at appendix D.

Meeting closed at 20:15

Appendix A

Chairman's report – April 2025.

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

It has been a pleasure to act as chairman of the parish council, during this, my third 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. I have been very happy to welcome our new councillors this year, all offering valuable input and bringing a fresh perspective in many areas, also providing better and more comprehensive geographical coverage of the village. I see this as a real positive as those residing in more outlying areas can feel unrepresented, almost forgotten.

Our newsletter, which has continued to be produced by Andrea has continued to gain positive responses which is encouraging.

It is when reading previous reports, we realise how long it sometimes takes to see matters being put into place. One of these is the implementation of the 20mph speed limit through the village, along with the other changes to surrounding areas. These are now confirmed to be scheduled so hopefully this will be delivered very soon. I have previously noted thanks must also go to previous councillors for their work and efforts on the subject while serving, and this remains the same, as without the efforts and record keeping of our previous chairman this may not have been possible.

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.

Regards our financial position I can confirm we are in healthy condition. During the year we provided grants to St Margarets Church, the Pavilion / Recreation Ground and to the Felthorpe Cricket Club. 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.

Meetings continue to be held on the first Tuesday of the month with six being held each year. 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 will be carried out later this year, and once again I have to say it is sad this is required. The message of taking litter home still doesn't seem to resonate with all, and the number of cans, takeaway packaging and other items seen on our roadsides and hedgerows is disappointing. It still seems clear and obvious that some "tradespersons", having carried out small works feel the distribution of the waste generated is best deposited in our village on their way through. Please, anybody having work carried out, check those carrying out said works hold waste licences before engaging them.

Throughout the year we have had various planning applications, with all being considered, with parishioner's feedback gained, prior to any actions and responses being submitted.

I am pleased to advise parish crime reports are minimal.

In these reports I have always offered thanks for his regular attendance and efforts on our behalf to Tony Adams, our Norfolk County Councillor. Due to the divulsion and local government restructure plans, last year's elections were not held, so Tony served us for an additional year. Tony has confirmed he will not be standing for re-election at this year's election on May 7th. As this is the position I must offer our thanks for his efforts, his attendance, and assistance, not only during my time with the council, but also, I would offer thanks on behalf of my predecessors, as I am sure they would wish me to. I hope our new county councillor, once elected, will show the same level of support and commitment once in office. Thanks also to our Broadland District Councillors.

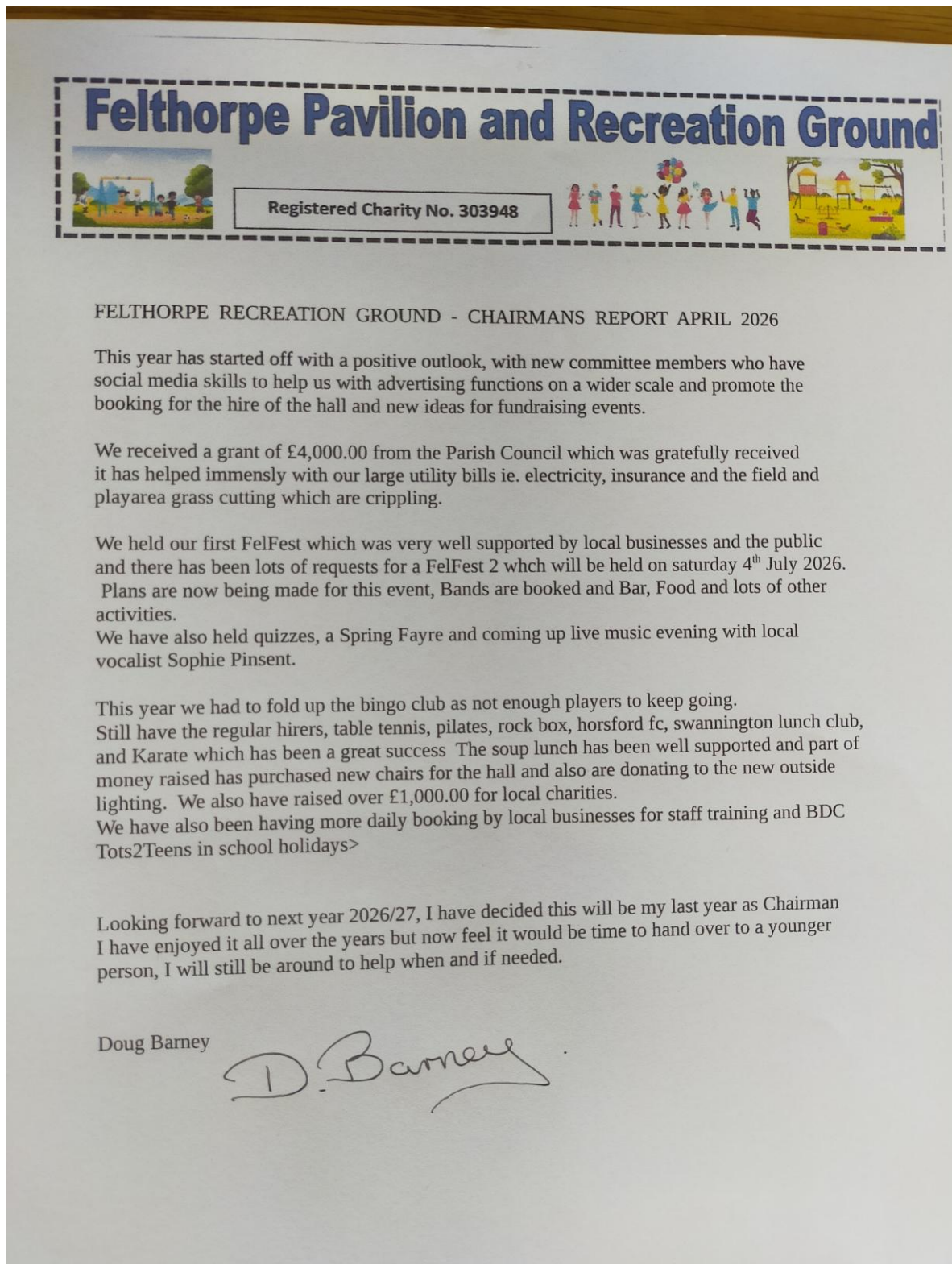
I would also thank Terry Dicker of TD Exterior cleaning for his work in keeping the village signs clean and moving the SAM cameras, and to Mr Sibley for his work in maintaining our villages grassed areas. These works all assist in keeping our village looking tidy and well-kept hopefully leading to a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

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

Andrew Cooper – Chairman Felthorpe Parish Council.

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Appendix B



Appendix C

A Report from St. Margaret's Church, Felthorpe for 2025

Thank you for the opportunity to provide an annual report to the Parish Council. I appreciate your support of what we do at the church and churchyard.

The church remains open to visitors daily. Visitor numbers continue to increase, thanks in part to the Broadland Park walkways board highlighting Felthorpe church. The PCC (Church Council) have also been working with Broadland District Council on circular walks that will include St Margaret's Church. With a toilet open to the public, it is a place visited by walkers as well as those interested in history and an active place of Christian worship.

Talking of the loo (!) with its water harvesting technology and drier summers, the cost of its maintenance has increased. In 2025 it cost £1.50 per day, almost £600 per year, to keep it open. We've put a sign in the toilet now hoping that people make contribute a £1 (rather than a penny!) to help keep this facility open.

The building is in reasonable order. The gutters and downspouts were cleaned by Richard Capper, SAC Restorations Ltd. Broken tiles were replaced during the year and a leak in the south side of the roof repaired preventing substantial damage. Will Tyrell completed the replacement flooring in the south aisle.

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. There was also one in the middle of the year to maintain the safety yet respecting our aim to have a more eco churchyard approach. The PCC exercised the No Mow May Policy enabling wild grasses and flowers to flourish. The PCC remain grateful to Felthorpe Parish Council for the grant to support this work which otherwise would not be undertaken.

The PCC went out to tender for the churchyard maintenance contract in the autumn of 2025. Community Payback have been awarded the contract from 2026 to maintain the churchyard under the guidance of Norfolk Wildlife Trust. We wait to see how this potentially exciting partnership will work. It does mean our application for a grant to the Parish Council will take a different shape i.e. fuel for mowers, oil, strimmer cord etc. It will be helpful to receive your advice on how we approach the grant for such a new way of maintaining this public space.

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Community Payback will also be cleaning the church regularly, something volunteers from the community helped us with in the past once or twice a year. Plant based cleaning products will be used. Will the Parish Council be able to support the purchase for such materials for a building open every day for all?

The future of St Margaret's Church is a challenge. With 6 in the congregation, a low usage for significant life event celebrations i.e. baptisms (1 in 2025), weddings (0 in 2025) and funerals (0 in 2025; 2 at a crematorium), it's wider use to the community is currently being consulted on. In one of our Quarterly newsletters, when I asked a number of questions about how the church might be used, there were no replies. If it is helpful for me to meet the Parish Council to talk in more detail, I will welcome that opportunity.

It is positive to have representatives from Felthorpe Parish Council attend our special services. Remembrance and the Carol Service are 2 such events. In addition, the agricultural year is a focus we continue to build on. Plough Sunday, introduced in January 2025, grew in 2026 with 4 tractors and 2 ploughs filling the space outside the church! The service itself was well attended in addition to the traditional Rogation and Harvest Services. There is positive feedback received from those who attended from the village as the shift continues from exclusively traditional language services to modern language.

Income to St Margaret's has remained constant. With a regular congregation of 6, most of whom commit to planned giving, it's a struggle to keep the church viable financially. Costs have increased and income increased very slightly towards the end of 2025.

I, with the PCC, continue to ensure the church building is used for regular, weekly worship as well as being a place of quiet and reflection for those seeking peace and quiet. Thank you for your contribution towards this.

Revd Margaret McPhee, Rector
April 2026

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Appendix D

Dear Sonya,

I understand from Bob that the Parish Council has requested the number of parishioners to whom grants were made during 2025 by the Felthorpe Fuel Allotment Trust (FFAT). Sixteen (16) parishioners received grants in the year 2025.

Kind regards

Brian Rowlands

Chairman to Trustees FFAT