

**Minutes of the Meeting of Freethorpe Parish Council, serving Freethorpe & Wickhampton,
held on Monday 15th January 2024 at 7.00pm at Freethorpe Village Hall**

Present: Nick Spencer (NS, Chairman), Paul Bacon (PB), Michael Blake (MB), Paul Crisp (PC),
Andrew Moll (AM, Parish Clerk), Grant Nurden (GN, also District Councillor).

Also present: John Fleetwood (JF, Tree Warden), and no members of the public.

1. Apologies

David Lake (DL, Vice-chairman), Andrea Rowlands (AR, also Tree Warden).

2. Public Forum

a) County Councillor Report – none.

b) District Councillor Report - GN's application for Community Grant Scheme for Freethorpe was successful. He attended the Town & Parish Council Forum and shared updates on nutrient neutrality. Grants for Pride in Place and Keep It Going are available. **ACTION AM**
Broadland District Council has a new Head of Planning, and Reedham PC has a new clerk. JF asked whether lack of main sewer capacity is holding up development in Broadland. GN provided a contact to follow up.

c) Tree Wardens' Report - some progress made in planting at Playing Field to fill gaps, limited by concrete posts and fencing. JF will speak in support of TPO at Wickhampton, appeal hearing this week. JF is putting mulch mats around the trees at Wickhampton Play Area. In response to the Tree Warden Survey, NS, seconded by PC, thanked JF and AR for the great job they do in Freethorpe and for the advice and experience they bring.

d) Marshes Ward Cluster Meeting – 17th January 7pm at Freethorpe Pavilion.

e) Public Items – none.

3. Declarations of Interest for items on the agenda

As a substitute member of Broadland's Planning Committee GN is unable to discuss agenda item 9. There were no other declarations.

4. Minutes of the meeting held on Monday 20th November 2023

The minutes were **agreed** as an accurate record and were duly signed by NS.

5. Matters arising from the previous meeting

a) (2a) Highways issues – raise flooding on the Common (AM) – done, email sent.

b) (2b) Arrange cluster meeting (AM) – done.

c) (5d) Advice on fencing around Wickhampton pond (AM) – carry forward.

d) (8a) Highways advice on parking at school (AM) – done, awaiting advice.

e) (8a) Approach developer about parking at Green View Way (AM) – done, it was agreed that a swift and positive response had been received from the developer and action followed.

f) (9a) Planning application response 2023/0129 (AM) – done.

g) (11b) Request proper use of recycling bins (AM) – done

h) Other matters arising – none.

6. Clerk's Report

a) NALC update – shared for information.

b) NALC gov.uk option –£126p.a. for domain, website and all councillor emails .gov.uk. It would reduce data protection risks and improve accessibility. GN moved that, initially at least, gov.uk emails should be for clerk and chair only and that it should be checked that no extra costs accrue for extra members. It was **agreed** to pursue on this basis. **ACTION AM**

c) NALC Payroll option - £96p.a. with limited benefits..GN asked that further information is sought before deciding. **ACTION AM**

d) NALC councillor induction training via Zoom – councillors to advise clerk if required.

Chair's initials



- e) Fire Safety Regulations Change 2023 – were noted. It was agreed that these are the responsibility of the Village Hall Committee.
- f) Town and Parish Council Forum Notes – were shared.

Members were reminded of the request from Broadland for outstanding Register of Interest forms to be sent by email. A list of Broadland's contact numbers was also shared.

7. Finance

a) Monthly Financial Update

AM advised the financial position as follows:

Income ytd	£33,740.31	Bank balance	£27,783.76
Expenditure ytd	£19,425.86	Forecast end year balance	£9,898.60

b) Payments - it was **agreed** to make the following payments:

Ref	Payee	Description	Amount (£)
	1-4 cheques signed by Chair &	Vice-chair 18/12/2023	
1	Norfolk County Council	NP Law charges (Wick Pond) INV 10056451 Date 21/11/2023 VAT 53.54 VAT Reg GB106995152	324.04
2	Freethorpe Village Hall	Booking Fee for Pavilion for Cluster Meeting 17/01/24	15.00
3	NGF Play Ltd.	Deposit swing surface – INV 5526 Date 28/11/2023 VAT 525.20 VAT Reg: GB813527639	3151.19
4	Countrystyle Recycling Ltd.	Bottle bank emptying INV 419768 Date 30/11/2023 VAT 5.00 VAT Reg 837144132	2.09
5	Andrew Moll	Salary Nov & Dec + Pay Award arrears as agreed at November meeting	506.43
6	Andrew Moll	Administration – postage expenses Nov & Dec	8.75
7	HMRC	PAYE	126.60
8	Countrystyle Recycling Ltd.	Bottle bank emptying INV 420799 Date 31/12/2023 VAT1.00 VAT Reg 837144132	6.01
SO	Calica Computer Solutions	Speed management machine - mandates 3 & 4 (Dec)	24.00
SO	Calica Computer Solutions	Speed management machine - mandates 3 & 4 (Jan)	24.00

c) Receipts – were noted.

Ref	Payer	Description	Amount (£)
1	Broadland District Council	Community Grant Scheme (via GN)	1718.00

- d) To set budget and precept for 2024-25 – A decision paper was presented recommending a budget based on a 1.68% increase in Council Tax portion resulting in a precept demand of £17,314. MB, seconded by PB, proposed that the amount paid to Calica Computer Services for speed management services be increased to £30 a month, with the budget to be adjusted accordingly. This was **agreed**. Calica's service to the community in this work is greatly appreciated. The budget was unanimously **agreed**. The precept was unanimously **agreed**. GN proposed, and it was **agreed** that the breakdown of budgeted expenditure (percentages) be shared on the website. GN also advised that it might be worth looking into investing reserves with Broadland.

ACTION AM

- e) Quarterly Finance Checks – MB confirmed that these had been carried out, with no issues found.
- f) Recycling credits – 2023 claim is for 2.74 tonnes, compared to 7.7 tonnes in 2022.

8. Correspondence

- a) For decision – none.
- b) For information – Parish Council noted (1) Norfolk Befriending Service's request for volunteers. (2) Acle & District Poppy Appeal's success in raising over £11,000. (3) the Broads Authority briefing.

9. Planning

- a) New Applications – it was agreed to support application 2023/3706 39 Chapelfield, conversion of garage for holiday let or annexe. **ACTION AM**
- b) Decisions – approval with conditions of 2023/1975 39 Chapelfield was noted and 2023/3554 135 The Common were noted.
- c) Enforcements – one open case was noted, and another occurrence of motor bikes 31st Dec.
- d) Address Change – 9 Granary Close, was noted.

10. Update on Ongoing Matters and Projects

- a) Speed Management – the latest speeding figures, from three locations, for November-December 2023, were noted. At Chapelfield, 85th percentile speeds were down from 33.1 to 32.1mph (westwards) and 33.3 to 31.4mph (eastwards). 79% of vehicles kept within the speed limit of 30mph. Near the shop, 85th percentile speeds were down from 28.9 to 28.5mph (northwards) and 30.0 to 29.4mph (southwards). 86% of vehicles kept within the speed limit of 30mph. There were 13 dangerous speeds over 50mph on Chapelfield. A graph showed how these were spread throughout the day, including an 80mph at 10:50 on 27th November. Parish Council asked the report to be shared with the Police. **ACTION AM**
- b) Play Area Inspections – Parish Council noted the request for advice and quotation for six small works items at Freethorpe and Wickhampton. The swing surfacing work is under way.
- c) Electronic Vehicle Charging Point (EVCP) – Village Hall have advised that their insurer would increase premium by £100 per charger. Parish Council agreed to make an additional grant of £200 available to the Village Hall as and when this takes effect. It was agreed to add £200 to the budget for Village Hall grants. This insurance impact should be specified in the grant application process in September each year if support is needed in future years for this particular impact on the Village Hall finances.
- d) Wickhampton Pond – awaiting response from Land Registry on expediting the application.
- e) Rampant Horse – discussion took place about difficulties at Upton community-run pub. Lessons are being noted by PC if a community-run opportunity arises at the Rampant Horse.
- f) Bowls Club donation – awaiting Village Hall meeting in February.

11. Other Matters

- a) PB pointed out that the Callow Pit sign is missing an arm.
- b) PB queried the times set for the flashing 20mph school sign. **ACTION AM**

12. Reports from Parish Councillors and items for next agenda

None.

13. Date of Next Meeting

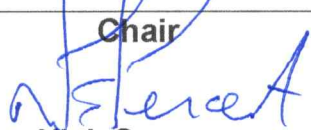
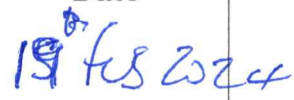
Monday 19th February 2023 at 7PM at Freethorpe Village Hall.

14. Exclusion of the Press and Public under the Public Bodies (Admission to Meetings)

Act 1960 to consider the following item of business:

None.

The meeting closed at 8:30 pm.

Signed after approval by the Parish Council as being a true and accurate record by the Chair of the meeting or authorised deputy	<div>Chair</div>  <div>Nick Spencer</div>	<div>Date</div>  <div>19th Feb. 2024</div>
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Chair's initials

