


Parish Clerk: Stephen Williamson 01493 789422 E-Mail: freethorpeparish@btinternet.com	FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
NOTICE OF A PARISH COUNCIL MEETING		
FREETHORPE VILLAGE HALL - MONDAY 28th APRIL 2014 – 7.45 p.m.		

AGENDA

PUBLIC PARTICIPATION		
A period of time is allocated to allow Officials and members of the public to address Council and bring to attention any points for further discussion or future agenda item(s)		
1	APOLOGIES	Apologies for absence from the meeting will be taken and recorded
2	DECLARATIONS	Members to declare any known pecuniary and/or non-pecuniary interests that may affect any agenda item below, and not previously declared to Broadland District Council
3	MINUTES	Minutes of the meeting held on 17 th March 2014 will be amended as considered necessary and approved
4	MATTERS ARISING	The Chairman, Clerk and others as appropriate will update on matters previously discussed with appropriate action as necessary.
5	PLANNING	<i>No new applications received.</i> Any new applications received prior to meeting may be discussed at Council discretion with notifications posted as appropriate. Any updates on past applications will be heard.
6	BOTTLE BANKS	To discuss as appropriate any updates or further plans relating to keeping income from Bottle Banks at Village Hall after October 2014
7	OTHER VILLAGE MATTERS	Any general items pertaining to Freethorpe can be discussed and approved/actioned as appropriate.
8	FINANCIAL MATTERS	To approve payments (separate list provided). To discuss as necessary and items relating to Intermediate Audit Requirement
9	MAY ANNUAL MEETINGS	Any discussion as appropriate, including any information for the Clerk as to any special invitations etc needed.
10	CLERK INFORMATION	The Clerk will bring to notice any items of correspondence received
11	COUNCILLORS COMMENTS	Members of the Council may bring to the attention of the Chairman or Clerk, any matters they feel need actions or suggestions for next agenda.
Signed:		<div>  </div>
		Parish Clerk 23 April 2014

Parish Clerk: Stephen Williamson 01493 789422 E-Mail: freethorpeparish@btinternet.com	FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
PARISH COUNCIL YEAR 2014-2015 MINUTES OF THE MEETING		
HELD ON MONDAY APRIL 28 th 2014		
PRESENT AT THE MEETING		
Councillors: N. Spencer (Chair), D. Lake (Vice-Chair). B. Carr, J. Church, G. Noakes, L. Turner. NCC: B. Iles Clerk: S. Williamson. Tree Warden: J. Fleetwood. Two Members of the public		

The Meeting commenced at 7.45 p.m.

PUBLIC SECTION
<p>In his report the tree warden Mr. Fleetwood mentioned a hedge that had been illegally removed – unfortunately he could do nothing about this other than to report the matter. He felt the planning issues on the classroom building at the school had been overcome and that this could now go ahead, two necessary items to aid construction were necessary, an access tower, and some matting weed killer. Two councillors felt they could assist with these items. He also mentioned the beech tree at Wickhampton churchyard which had needed a full safety report, a tree surgeon had attended and made safe.</p> <p>Mr. Brian Iles for NCC informed of a lengthy but necessary report at the forthcoming annual meeting, on the incinerator Mr. Iles confirmed that this had been abandoned, but indicated that the arguments has begun! On the infancy of the new committee system to run NCC, Mr. Iles stated that of six suggestions submitted by the conservative group, five had been turned down.</p>

1: APOLOGIES FOR ABSENCE
Mr. P.Bacon – prior engagement. Apology accepted unanimously

2: DECLARATIONS
There were no declarations additional to those registered with Broadland District Council

3: MINUTES
The Minutes for the last meeting of 2013-2014 had been prior circulated. No amendment, nor alteration was deemed necessary and the Minutes were unanimously accepted as being a true and accurate record. The Chairman signed the Minutes accordingly

4: MATTERS ARISING
The only updated item was confirmation that the NCC Highways matter of the 'finger' post on Reedham Road/Low Road had been, at least in part, re-erected.

5: PLANNING
There were no new applications, although some concern was raised by Mr. Noakes about plans for Wherry Housing to erect two bungalows on land at rear of 72-74 The Common. There was some mystery and possible concern about access, as well as the fact that no application had been received by Parish Council. The Clerk informed of notification about numbering of a new dwelling adjacent to 118 The Common

6:	BOTTLE BANKS
Mr. Lake informed that the alternative to Broadland collecting glass bank contents which was to cease later in the year was to pay NCC to do this. The Parish Council would need to pay £10 per ton for collection, but on current prices this would still result in a nett amount in the region of £42 per ton. Mr. Lake stated he would try to have forms for signature available at the next meeting. There was brief discussion on the fact that from (approximately) October residents could use recycle bins for glass, and agreed that every opportunity needed to be used to prompt people to still visit the banks as this would mean money locally not regionally.	

7:	VILLAGE MATTERS
The Clerk informed that no police report had been received. There were no other matters.	

8:	FINANCIAL MATTERS & PAYMENTS
The Clerk stated there was not a great deal to update on as a new Parish Council year began. He informed that the NALC renewal has been received and is part of the payment list below, and that April saw his cost of living rise kick in, reminding that to try and keep the Precept down there was no increase in the allowance figure (£25) but the salary has gone up by around 2.2% or £3.33 per month. The Clerk continued, informing that probably the main piece of financial news was that Freethorpe was amongst the 5% sample taken annually by Mazars for an intermediate audit. The Clerk stated this was more a nuisance than anything else, but would probably mean a higher audit fee. The extra information required was a copy of the notice for appointment of electors' rights (to view audit return) which he felt was no problem they provide the form, but this year we MUST ensure we display this – he felt Council had been remiss in the past! Copy of the Parish Council budget Minute for 2014-15 this was no problem as it was on file. Finally a copy of the Fixed Assets and Investments Register for March 31 st 2014 – the Clerk went through insurance listings and promised to update as soon as possible. In closing the Clerk stated he had yet to submit the VAT reclaim, but that would be done alongside accounts. The first part of the 2014-15 Precept is due any day.	
NALC (subscription for 2014-2015)	
S.A. Williamson Salary (£153.33) and Allowance (£25) for April	
TOTAL	
£343.96	

CURRENT ACCOUNT BANK BALANCE AT LAST STATEMENT (2/4/14)	£5,415.92
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9:	MAY ANNUAL MEETINGS
Council confirmed that Freethorpe First Responders, the school, Almshouse Charity and Police should be officially notified of the Annual Parish meeting to give the opportunity for reports to be submitted and read.	

10:	CLERK INFORMATION/CORRESPONDENCE
There were no matters to raise	

11:	COUNCILLORS COMMENTS/FUTURE AGENDA
There were no further matters raised	

The meeting closed at 8.31 p.m.

<i>Signed after agreed amendment and approval by Council as being a true and accurate record by the Chair of the meeting or authorised deputy</i>		Dated:
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Parish Clerk: Stephen Williamson 01493 789422 E-Mail: stephenwilliamson977@btinternet.com	FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
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NOTICE OF THE ANNUAL PARISH MEETING

FREETHORPE VILLAGE HALL - MONDAY 19th MAY 2014 - 7.45pm

1	APOLOGIES	Apologies for absence from the meeting will be taken and recorded
2	MINUTES	The Minutes of the 2013 Annual Meeting will be presented for approval, amended as necessary and duly signed.
3	CHAIR REPORT	Mr. Nick Spencer will report on behalf of the Parish Council
4	CLERK REPORT	Mr. Stephen Williamson will report
5	COUNCIL REPORTS	Time will be made available for any reports from Norfolk County Council and Broadland District Council
6	NORFOLK POLICE	Time will be made available for any report from Norfolk Constabulary
7	TREE WARDEN	Time will be made available for a report by Mr. John Feetwood
8	COMMUNITY REPORTS	Any group, club, individual or organisation within Freethorpe are welcome to report as appropriate.
9	PARISHIONERS QUESTIONS	An open forum with time allotted as appropriate. This item can also be utilised for additional items advised by Parishioners
Signed:	<i>Stephen Williamson</i>	Parish Clerk 9th MAY 2014

NOTES:

ANY PARISHIONER AND/OR GROUP WISHING TO ADD AN AGENDA ITEM PLEASE CONTACT THE CLERK (Contact details above)

Any group wishing to report but unable to attend personally may forward report to the Parish Clerk (e-mail as above)

On Item 7 - usually only the fact that a report was submitted and/or presented will appear in the Meeting Minutes, however copies of all reports submitted/presented will be appended to and become part of the Minutes, and thus available as public record.

If at all possible it is desirable that a copy of your report is electronically forwarded in advance of, or soon after the meeting, to the Parish Clerk, for inclusion within the Minutes.
Alternatively please supply a legible copy to the Clerk at the meeting.

Copies of any report made are available on request to any Parishioner, and will be sent electronically where possible, or by post/personal delivery if necessary

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PARISH COUNCIL YEAR 2014-2015 MINUTES OF THE ANNUAL PARISH MEETING		
HELD ON MONDAY MAY 19 th 2014		
PRESENT AT THE MEETING		
Councillors: N. Spencer (Chair), Parish Clerk: S. Williamson. Twelve Members of the public (including representatives of NCC & Norfolk Police and six other Parish Councillors)		

The Meeting commenced at 7.45 p.m.

1:	APOLOGIES FOR ABSENCE First Responders and Broadland District Councillor
2:	MINUTES OF 2013 MEETING The Minutes of the meeting held in May 2013 were approved unanimously as being a true and accurate record and duly signed by the Chairman
3:	PARISH COUNCIL CHAIR REPORT There was no report, however Mr. Spencer thanked those attending and thanked Councillors and Clerk for support during the past year.
4:	PARISH COUNCIL CLERK REPORT The Clerk thanked all Parish Councillors for their help, support and assistance when needed during the past year, also Brian Iles for his regular attendance at meetings and for keeping us up to date with the goings on with County, the Tree Warden John who had worked tirelessly for the Parish for yet another year, and also the Village Hall Committee and the workers who have organised all the upgrading and decorative work throughout the past year to keep the building as one that the whole of the Parish can be proud. Thanks also to Linda Boyle for her audit work. The Clerk stated that financially the Parish was in good shape, and mentioned the change in recycling due in October stressing that the easy option of using bins at residences could aid places like Wroxham, Sprowston etc. whereas using the bins at the village hall would raise money to be spent in Freethorpe. COPY OF FULL REPORT IS WITHIN MINUTE BOOK & AVAILABLE ON REQUEST TO THE PARISH CLERK
5:	NORFOLK COUNTY/BROADLAND DISTRICT COUNCIL REPORTS Mr. Brian Iles referred to 2013-14 as an eventful one, and one of considerable change. The 2013 election had changed governance of the Council. Main issues, mostly ongoing, included the now cancelled contract for the Saddlebow incinerator and the development of Coltishall ex RAF station. The debt resulting from the Saddlebow cancellation could be as much as £30 million, the main problem at Coltishall was that to expose ground under the former runway may contaminate land. Other matters referred to included considerable extra money being made available for schools, enhanced broadband system, still due to be complete by late 2015 but encountering problems at almost every stage. On adult social services, Mr. Iles felt the NCC had done well, and that the library service had been almost wholly maintained. Budgets were still a major problem with further monies having to be found for cuts, and cuts in services seem inevitable. Staff changes including resignations and redundancies were still of concern, but at least saving money. Mr. Iles was also pleased to report that he should now have more time to deal with local issues. COPY OF FULL REPORT IS WITHIN MINUTE BOOK & AVAILABLE ON REQUEST TO THE PARISH CLERK

6:	NORFOLK POLICE
<p>Given by PCSO Philo. Crimes down from 17 in 2012-13 to 10 in the past year (to 31st March). The decrease was largely down to reduction in criminal damage and violence against the person, although there was an increase in other thefts. It was stated that the figure was low for a Parish of the size of Freethorpe.</p> <p>COPY OF FULL REPORT IS WITHIN MINUTE BOOK & AVAILABLE ON REQUEST TO THE PARISH CLERK</p>	

7:	TREE WARDEN REPORT
<p>Given by John Fleetwood. The report focussed mainly on various projects at Freethorpe School, which had been assisted by kind donations from MKM Building Supplies and Broadland District Council. Thanks given to tree surgeon Mr. Blackburn for his great assistance and to other volunteers and the children themselves. During the year Mr. Fleetwood visited the school gardening club on a number of occasions and was researching the history of two trees. Broadland District Council had sponsored Mr. Fleetwood to take a course on tree safety inspection. Holding such a certificate not only allowed him to advise the Parish Council and provide free advice to parishioners, but also to carry out the annual tree inspections. Mr Fleetwood also spoke of an enquiry from a parishioner raised concerns regarding the safety of a beech tree overhanging her mother's grave in Wickhampton churchyard. I carried out a safety survey and provided a written report which was, in turn, handed to the PCC.</p> <p>COPY OF FULL REPORT IS WITHIN MINUTE BOOK & AVAILABLE ON REQUEST TO THE PARISH CLERK</p>	

8:	COMMUNITY REPORTS
<p>First Responders: Seven volunteers with another being trained. 49 patients attended to in year to 31st March. Criteria given for attendance. Thanks given to various organisations including Parish Councils for donations. Junior First Aid training days continuing in three local schools.</p> <p>Methodist Church: Activities have included Sunday school sessions, morning and evening services, and social functions including quiz nights. Church available for Marriages, Baptisms and Funerals, Part of East Norfolk Methodist Circuit with the Minister being from Acle – Rvd. Steve Cullis.</p> <p>Freethorpe School: (Given by Head Teacher Rachel Quick). Growth in child numbers from 154 to 170, the single Reception Class from September also up to 28. Progress included figures of 93% attaining grade in reading, 100% in writing. The overall results continue to be well above average both for County and nationally. Staff now had gymnastics training and working with Police learning on matters such as parking and speeding. School had been externally assessed to a high grade (via Cambridge) and an OFSTED inspection was believed to be imminent. Sincere thanks were given to John Fleetwood and especially MKM Supplies for their great help and support.</p> <p>COPIES OF FULL REPORTS ARE WITHIN MINUTE BOOK & AVAILABLE ON REQUEST TO THE PARISH CLERK</p>	

9:	PARISHIONERS' QUESTIONS/OPEN FORUM
No further matters were raised.	


The meeting closed at 8.42 p.m.

<i>Signed after agreed amendment and approval by Council as being a true and accurate record by the Chair of the meeting or authorised deputy</i>		Dated:
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NOTICE OF THE ANNUAL PARISH COUNCIL MEETING
FREETHORPE VILLAGE HALL - MONDAY 19th MAY 2014
MEETING TO COMMENCE AT CONCLUSION OF PRECEDING MEETING
PLEASE NOTE: As with all Parish Council Meetings, this meeting is open to the public, however no opportunity to speak or address Council will exist
ANNUAL PARISH COUNCIL MEETING AGENDA <i>Item 1 may be chaired by the existing Chairman or any elected member.</i> <i>The newly elected or re-elected Chairman will Chair from Item 2 Onwards</i>

1	Election of Chairman:	<i>Nominations are invited for the post of Parish Chair for 2014/2015</i>
2	Apologies For Absence:	<i>Apologies with reasons for absence will be taken/recorded.</i>
3	Election of Vice Chair:	<i>Nominations are invited for post of Parish Vice-Chair for 2014/2015</i>
4	Declarations:	<i>Councillors to confirm for the Minutes that Code of Conduct declarations passed to and held by Broadland District Council are (to best of knowledge & belief), complete and up to date</i>
5	Financial:	<i>Confirmation of RFO / Internal Auditor/ Accounts Monitor (Optional) also to confirm for the Minutes names of other cheque signatories</i>
6	Committees:	<i>Any existing Committees to be confirmed, or new ones formed</i>
7	Working Parties:	<i>Any existing Working Parties to be confirmed, or new ones formed</i>
8	Standing Orders:	<i>Council will adopt and/or agree to amend Standing Orders</i>
9	Financial Regulations:	<i>Council will adopt and/or agree to amend Financial Regulations</i>
10	Code Of Conduct:	<i>To confirm continuing acceptance of Broadland District Council Code</i>
11	Risk Assessment & Other Documents	<i>Council will adopt and/or agree to amend any Risk Assessment and any other documentation held</i>

Signed: 14 May 2014		Parish Clerk 01493 789422. stephenwilliamson977@btinternet.com
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PARISH COUNCIL YEAR 2014-2015 MINUTES OF THE ANNUAL PARISH COUNCIL MEETING		
HELD ON MONDAY MAY 19 th 2014		
PRESENT AT THE MEETING		
Councillors: N. Spencer (Chair), D. Lake (Vice-Chair). P. Bacon, B. Carr, J. Church, G. Noakes, L. Turner. Clerk: S. Williamson. Five Members of the public		

The Meeting commenced at 8.43 p.m.

1:	ELECTION OF CHAIR
Mr. Spencer called for nominations for the post of Chairman for 2014-15. Mr. Spencer was Proposed: Mrs Church, Seconded: Mr. Noakes. All In Favour. Mr. Spencer confirmed his willingness to continue in the role and duly signed the declaration to this effect.	
2:	APOLOGIES FOR ABSENCE
With all Parish Councillors present there were none	
3:	ELECTION OF VICE-CHAIR
The Chairman called for nominations for the role of Vice-Chair for the year 2014-15 and Proposed Mr. Lake, Seconded: Mr. Carr. All In Favour. Mr. Lake confirmed he was willing to continue in the role.	
4:	DECLARATIONS
All Councillors confirmed to the best of their knowledge and belief that declaration records completed and sent to Broadland District Council were up to date and in order.	
5:	FINANCIAL MATTERS
Responsible Financial Officer – Mr. S. Williamson – All In Favour. Internal Auditor – Linda Boyle – All In Favour. Cheque signatories confirmed as Mr. Spencer, Mr. Lake and Mr. Noakes.	
6:	COMMITTEES
None were currently formed	
7:	WORKING PARTIES
None were currently formed	
8:	STANDING ORDERS
The Clerk informed that during the coming summer he would be working on completely updating Standing Orders for Reedham and that once done, with name and other minor changes, they could equally apply to Freethorpe. Council accepted this and agreed to abide by existing Orders until this was done.	

9:	FINANCIAL REGULATIONS
The Clerk informed that during the coming summer he would be working on completely updating Financial Regulations for Reedham and that once done, with name and other minor changes, they could equally apply to Freethorpe. Council accepted this and agreed to abide by existing Regulations until this was done.	

10:	CODE OF CONDUCT
Council unanimously agreed to continue to abide by the Broadland District Council Code of Conduct signed to in 2012.	


11:	RISK ASSESSMENT/OTHER DOCUMENTS
Council felt that this matter should be re-visited during the coming year and prior to the elections due in 2015	

The meeting closed at 8.50 p.m.

<i>Signed after agreed amendment and approval by Council as being a true and accurate record by the Chair of the meeting or authorised deputy</i>		Dated:
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Parish Clerk: Stephen Williamson 01493 789422 E-Mail: freethorpeparish@btinternet.com	FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
NOTICE OF A PARISH COUNCIL MEETING FREETHORPE VILLAGE HALL - MONDAY 19th MAY 2014 MEETING TO COMMENCE ON CONCLUSION OF PREVIOUS MEETINGS		

AGENDA

Please Note <i>As opportunity has existed within the preceding Annual Meeting to address Council, no public participation session is planned for this meeting. Should you wish to speak please ask Chairman</i>		
1	APOLOGIES	Apologies for absence from the meeting will be taken and recorded
2	DECLARATIONS	Members to declare any known pecuniary and/or non-pecuniary interests that may affect any agenda item below, and not previously declared to Broadland District Council
3	MINUTES	Minutes of the meeting held on 28 th April 2014 will be amended as considered necessary and approved
4	MATTERS ARISING	The Chairman, Clerk and others as appropriate will update on matters previously discussed with appropriate action as necessary.
5	PLANNING	<i>Cattle Shelter, Manor Farm Barns, The Green.</i> Any further applications received prior to meeting may be discussed at Council discretion with notifications posted as appropriate. Any updates on past applications will be heard.
6	VILLAGE MATTERS	Any general items pertaining to Freethorpe can be discussed and approved/actioned as appropriate. This may include arrangements for bottle banks after September 2014
7	FINANCIAL MATTERS	To approve payments (separate list will be provided).
8	CLERK INFORMATION	The Clerk will bring to notice any items of correspondence received
9	COUNCILLORS COMMENTS	Members of the Council may bring to the attention of the Chairman or Clerk, any matters they feel need actions or suggestions for next agenda.
Signed:		 Parish Clerk 14 May 2014

Parish Clerk: Stephen Williamson 01493 789422 E-Mail: freethorpeparish@btinternet.com	FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
PARISH COUNCIL YEAR 2014-2015 MINUTES OF THE MEETING		
HELD ON MONDAY MAY 19 th 2014		
PRESENT AT THE MEETING		
Councillors: N. Spencer (Chair), D. Lake (Vice-Chair). P. Bacon, B. Carr, J. Church, G. Noakes, L. Turner. Clerk: S. Williamson. Three Members of the public		

The Meeting commenced at 8.51 p.m.

1:	APOLOGIES FOR ABSENCE	
With all Parish Councillors present there were none		
2:	DECLARATIONS	
Mrs Church declared a non-pecuniary interest in the planning application (Item 5), otherwise there were no declarations additional to those registered with Broadland District Council		
3:	MINUTES OF LAST MEETING	
The Minutes for the meeting held on April 28 th had been prior circulated. No amendment, nor alteration was deemed necessary and the Minutes were unanimously accepted as being a true and accurate record. The Chairman signed the Minutes accordingly		
4:	MATTERS ARISING	
There were none that were not covered in other agenda sections		
5:	PLANNING	
20140767	Simpson – Manor Farm Barns, The Green	Air source Heat Pump (Retrospective)
20140767	Simpson – Manor Farm Barns, The Green	Erection of shed
Although this was a joint application, the two sections were discussed separately. No Councillor had any queries or objection to the plans. Vote: 6 For, 0 Against, 1 Abstention. Carried. The Clerk informed of a street numbering change in Wickhampton.		
6:	VILLAGE MATTERS	
The Clerk informed of a two day (scheduled) road closure in part of School Lane for works to the water system. Notices were distributed for display to the public. Council discussed the proposed changes to the winter gritting routes intended for the winter of 2014-15 and not only found the propose changes acceptable but very sensible. There was no further news available on the intended change to recycling bin collection from October. The Clerk was asked to report again the drain flooding outside the post office. The official opening of the refurbished Village Hall was confirmed for 11.00 a.m. on Saturday 31 st May with local MP Mr. Keith Simpson performing the opening ceremony. Council also heard that the date for the Summer Village Fete was Saturday 29 th June		
7:	FINANCIAL MATTERS & PAYMENTS	
The Clerk informed that apart from his monthly salary there was just one account to settle. This was a large one, being the annual insurance, due for renewal 1 st June. The Clerk continued that Councillors would		

probably recall that having almost halved the amount we were paying by transferring to Suffolk Acre, we then took on the insurance for the play equipment at Wickhampton. The renewal figure shown below includes the insured amounts intended. The Clerk asked Council if they were happy with the figures shown as apart from other matters these would form the basis of the asset register required for audit. With the Asset register in mind Council felt that sums of £350,000 for the Pavilion and £300,000 for the hall itself were suitable.

Public Liability (Playground)	£6,000,000	Play Equipment	£36,000
Village Sign	£2,480.22	Village Sign (Church)	3,330.58
Flagpole	£1,033.96	Village Pump/Clock	£34,309.69

The Clerk informed that the first part of the 2014-15 Precept had been received

S.A. Williamson Salary (£153.33) and Allowance (£25) for May	£178.33
Insurance Renewal for 2014-15	£981.63
TOTAL	£1,159.96

CURRENT ACCOUNT BANK BALANCE AT LAST STATEMENT (2/1/14)	£10,652.92
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8:	CLERK INFORMATION/CORRESPONDENCE
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All matters had been covered under 'Village Matters'

9:	COUNCILLORS COMMENTS/FUTURE AGENDA
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No further points were raised.


The Meeting closed at 9.20 p.m.

<i>Signed after agreed amendment and approval by Council as being a true and accurate record by the Chair of the meeting or authorised deputy</i>		Dated:
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NOTE: THERE WAS NO MEETING IN JULY OWING TO CLERK'S ILLNESS

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NOTICE OF A PARISH COUNCIL MEETING		
FREETHORPE VILLAGE HALL - MONDAY 21st JULY 2014 7.45 p.m.		

AGENDA

PUBLIC PARTICIPATION		
A period of time is allocated to allow Officials and members of the public to address Council and bring to attention any points for further discussion or future agenda item(s)		
1	APOLOGIES	Apologies for absence from the meeting will be taken and recorded
2	DECLARATIONS	Members to declare any known pecuniary and/or non-pecuniary interests that may affect any agenda item below, and not previously declared to Broadland District Council
3	MINUTES	Minutes of the meeting held on 19 th May 2014 will be amended as considered necessary and approved. Minutes of the Annual Parish Council Meeting also held on 19 th May 2014 will be amended as considered necessary and approved. Councillors may also review Minutes of the Annual Parish Meeting, due for approval in 2015
4	MATTERS ARISING	The Chairman, Clerk and others as appropriate will update on matters previously discussed with appropriate action as necessary.
5	PLANNING	79 The Common & 98 The Common. Any further applications received prior to meeting may be discussed at Council discretion with notifications posted as appropriate. Any updates on past applications will be heard.
6	VILLAGE MATTERS	Any general items pertaining to Freethorpe can be discussed and approved/acted on as appropriate. This may include further discussion or action concerning glass recycling after October 2014.
7	ACCOUNTS FOR 2013-2014	Councillors may review the draft accounts, signature for which may be delayed until the next meeting. Also to approve signature of relevant audit return when finalised.
8	FINANCIAL MATTERS	To approve payments (separate list will be provided).
9	AUGUST RECESS	Council will confirm the intention not to meet during August and if confirmed to authorise Chairman/Clerk to deal with urgent matters and/or payments if necessary.
10	CLERK INFORMATION	The Clerk will bring to notice any items of correspondence received
11	COUNCILLORS COMMENTS	Members of the Council may bring to the attention of the Chairman or Clerk, any matters they feel need actions or suggestions for next agenda.
Signed:		<div>  </div>
		Parish Clerk 16 July 2014

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PARISH COUNCIL YEAR 2014-2015 MINUTES OF THE MEETING		
HELD ON MONDAY JULY 21 st 2014		
PRESENT AT THE MEETING		
Councillors: N. Spencer (Chair), D. Lake (Vice-Chair). P. Bacon, B. Carr, J. Church, L. Turner. Clerk: S. Williamson. Two members of the public		

The Meeting commenced at 7.50 p.m.

PUBLIC SECTION	
Mr Brian Iles updated for NCC and informed of a realistic website which looked totally legitimate offering computers to schools – this was a 'scam'. He described the current situation relating to better Broadband as 'chaotic' with much conflicting information. The NCC Committee system was up and running but was still a work in progress. Lingwood school had gone into special measures following an Ofsted report with the Head teacher asked to resign.	

1:	APOLOGIES FOR ABSENCE
Mr. Gary Noakes (conflicting engagement) – apology accepted unanimously. Apologies also received from Tree Warden and PCSO Philo.	

2:	DECLARATIONS
There were no declarations additional to those registered with Broadland District Council	

3:	MINUTES
The Minutes of the Annual Parish Council Meeting held on May 19 th had been prior circulated. No alterations or amendment was found necessary. The Minutes of the ordinary Parish Council meeting held on the same date and also prior circulated. No alterations or amendment was found necessary. Both sets of Minutes were unanimously approved as being true and accurate record and duly signed by the Chairman. In addition the draft Minutes for the Annual Parish Meeting (due for signature in 2015) had been circulated. No comments were made and these Minutes agreed in principle.	

4:	MATTERS ARISING
The Clerk reported that to his knowledge all matters were up to date. He confirmed that planning application for The Green had been returned on time, meeting reports for GY Mercury provided, Insurance renewed and NCC Highways contacted confirming approval of winter gritting changes and also mentioning continuing flood problem at drain near post office.	

5:	PLANNING	
20141026	Sawyer – 98 The Common	2-storey side extension
20141076	Hayden – 79 The Common	Front porch extension
Councillors reviewed both sets of plans, and had no objection to either. Both applications supported		

6:	VILLAGE MATTERS
Within this section the Clerk read a report provided by John Fleetwood in his absence. This dealt mainly with	

the construction of the new outdoor classroom, giving thanks to Broadland Council for their assistance and stating that construction would begin immediately. The report requested requirement for a tower scaffold and weed suppressant matting (both previously mentioned and confirmed). Messrs. Spencer and Lake confirmed availability and the Clerk promised to provide Mr. Fleetwood with direct contact details so that arrangements could be made. Also within this section the Clerk informed that PCSO Philo was moving on to another posting, and Council confirmed that the ongoing report concerning Wickhampton Recreation for WREN was in order. Clerk instructed to respond accordingly.

7:	PARISH ACCOUNTS 2013-2014
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Copies of the accounts had been prior circulated and a copy of the Audit Report encompassing the report by Linda Boyle was available at the meeting. Councillors unanimously approved signature to the accounts, the asset register and the audit return. The Chairman and Clerk duly signed.

8:	FINANCIAL MATTERS & PAYMENTS
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The Clerk explained on payments due, that he had yet to be paid for June as well as July, and also mentioned that as the PC were not scheduled to meet in August a post-dated cheque could be issued. The only other outgoings were the fee for Linda's accounts work, and the annual subscription (Bronze) for NRRC – He assumed Council wished the same level as last year. On income the Clerk informed of two payments not budgeted for - £357.67 for glass recycling to and including March 2014, plus a New Homes bonus of £1,387.90

S.A. Williamson Salary (£153.33 x 2) and Allowance (£25 x 2) for June and July 2014	£356.66
S.A. Williamson Salary (£153.33)/Allowance (£25) for August – POST DATED CHEQUE	£178.33
L. Boyle (Audit fee for 2013-14 Accounts)	£160.00
NRRC (Annual Subscription 2014-15 (Bronze level)	£20.00
TOTAL	£714.99

CURRENT ACCOUNT BANK BALANCE AT LAST STATEMENT (2/7/14)	£10,894.57
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9:	AUGUST RECESS
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Council approved that subject to any urgent matters that no meeting would be held in August. The Clerk in conjunction with Chairman was given approval to handle minor matters.

10:	CLERK INFORMATION/CORRESPONDENCE
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There was nothing to report

11:	COUNCILLORS COMMENTS/FUTURE AGENDA
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The Clerk was asked to report the poor state of the surface in School Road. It was reported that the recent village fete had cleared just over £1,000. Association with a school in Fleggburgh and Freethorpe confirmed. A little concern over tree and hedge removal at a local property was expressed.

The meeting closed at 8.30p.m.

<i>Signed after agreed amendment and approval by Council as being a true and accurate record by the Chair of the meeting or authorised deputy</i>		Dated:
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Parish Clerk: Stephen Williamson 01493 789422 E-Mail: freethorpeparish@btinternet.com	FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
NOTICE OF A PARISH COUNCIL MEETING		
FREETHORPE VILLAGE HALL - MONDAY 15th SEPTEMBER 2014 7.45 p.m.		

AGENDA

PUBLIC PARTICIPATION		
A period of time is allocated to allow Officials and members of the public to address Council and bring to attention any points for further discussion or future agenda item(s)		
1	APOLOGIES	Apologies for absence from the meeting will be taken and recorded
2	DECLARATIONS	Members to declare any known pecuniary and/or non-pecuniary interests that may affect any agenda item below, and not previously declared to Broadland District Council
3	MINUTES	Minutes of the meeting held on 21 st July will be amended as considered necessary and approved
4	MATTERS ARISING	The Chairman, Clerk and others as appropriate will update on matters previously discussed with appropriate action as necessary.
5	COUNCILLOR RESIGNATION	Council to formally accept the resignation of Cllr. Brian Carr (Retirement). The Clerk will outline the process that must be followed and Council may wish to discuss co-option once notice period has expired
6	PLANNING	<i>No new applications received.</i> Any new applications received prior to meeting may be discussed at Council discretion with notifications posted as appropriate. Any updates on past applications will be heard.
7	RECYCLING	Clerk will advise of updated arrangements with regards to bottle banks and advise of intention to attend upcoming Broadland meeting. Shared mileage cost with Reedham suggested, any Freethorpe Councillor wishing to attend can notify Clerk
8	OTHER VILLAGE MATTERS	Any other general items pertaining to Freethorpe can be discussed and approved/actioned as appropriate. To include notification of war memorial cleaning and photography. To advise on new PCSO.
9	FINANCIAL MATTERS	Council to discuss minor matters raised by Mazars (2013-14 Audit) and instruct/advise Clerk as appropriate. To approve payments (separate list will be provided). These payments will include annual donations to Churches and Village Hall.
10	CLERK INFORMATION	The Clerk will bring to notice any items of correspondence received
11	COUNCILLORS COMMENTS	Members of the Council may bring to the attention of the Chairman or Clerk, any matters they feel need actions or suggestions for next agenda.
Signed:		<div>  </div>
		Parish Clerk 11 September 2014

Parish Clerk: Stephen Williamson 01493 789422 E-Mail: freethorpeparish@btinternet.com	FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
PARISH COUNCIL YEAR 2014-2015 MINUTES OF THE MEETING		
HELD ON MONDAY SEPTEMBER 15 th 2014		
PRESENT AT THE MEETING		
Councillors: N. Spencer (Chair), D. Lake (Vice-Chair). P. Bacon, J. Church, G. Noakes, L. Turner. Clerk: S. Williamson. Tree Warden: J. Fleetwood. Four Members of the public		

The Meeting commenced at 7.45 p.m.

PUBLIC SECTION
<p>Within this section PCSO Ross Mullinger introduced himself as the replacement PCSO covering Freethorpe, he stated he was new to the area having been operative in Sprowston. He went on to state that during the past month no crimes had been reported and only five calls to the police had been logged.</p> <p>Mr Fleetwood updated on the new classroom building at the school and stated that the school had been awarded a green award and received good local press coverage.</p> <p>For NCC, Mr. Brian Iles commented on summer flooding, stating that Acle had been quite badly hit. On the budget round all debts and expenditure had now been agreed with a 'black hole' of £17.5 million to be filled. A recent Caister 'amnesty' day had been held and some ninety tons of usually non-allowable waste had been deposited, normally the total was around three tons.</p>

The agenda items commenced at 8.04 p.m.

1:	APOLOGIES FOR ABSENCE
There were none	
2:	DECLARATIONS
There were no declarations additional to those registered with Broadland District Council	
3:	MINUTES
The Minutes of the July meeting were approved with no amendments and signed by the Chairman.	
4:	MATTERS ARISING
The Clerk confirmed that the Mazars audit papers had gone off in good time, as had the responses to planning applications. There was no further news on the Walpole Road open space.	
5:	COUNCILLOR RESIGNATION
The Clerk confirmed the resignation from Council of Mr. Brian Carr owing to retirement. The Clerk also stated this had been reported to Broadland who would confirm as and when the Council may co-opt. A thank you letter to Mr. Carr was authorised.	
6:	PLANNING
No new applications had been received and only minor updates were mentioned, including the monitoring of Manor Farm Barns in The Green	

7:	RE-CYCLING
The Clerk informed that Broadland intended to keep the recycling bins in place until the end of March 2015, although the new recycling arrangements for home bins came into force on October 1 st . The Clerk stated he was hoping to attend an evening meeting at Broadland Council offices in early October.	

8:	VILLAGE MATTERS
The Clerk reported on an upcoming Highways inspection, there were no new matters to highlight. Some discussion took place on the state of the war memorial and the Clerk was asked to obtain a quotation for a professional clean. A letter from a resident about the missing dog bin was read but it was felt that the Parish Council were powerless to replace unless willing to spend an initial £450 with annual costs of £300 plus.	

9:	FINANCIAL MATTERS & PAYMENTS																
<p>The Clerk stated that the Council finances were in a healthy state. In addition there was over £1,900 in the reserve account. There is still one cheque to clear from August, but the second half of the precept is due to be added later this month and the VAT return from 2013-14 has yet to arrive. September is traditionally the month when we make the annual donations to the village hall and the three churches. The figures quoted below are as budgeted for back in January. The Clerk was given new address details for Wickhampton.</p> <p>The Clerk suggested bringing forward slightly the annual donations for First Responders and NARS however on the latter he reminded that no thank you was received in 2013! Perhaps we should view this as an oversight, but he felt it was poor not to give a simple thanks by e-mail which costs nothing. Council after some discussion felt that a further donation should be made.</p> <p>With all donations made (barring the British Legion wreath), this should mean that by November or December we have a very clear view of finances enabling us to perhaps lower the Precept next year or even support another venture if we wish. After the donations below the only other 'big' expenses should be for Garden Guardian and Mazars fee and we have around £6,500 yet to be credited.</p>																	
<table> <tr> <td>S.A. Williamson Salary (£153.33)/Allowance (£25) for September</td><td>£178.33</td></tr> <tr> <td>Freethorpe Village Hall</td><td>£2,000.00</td></tr> <tr> <td>Freethorpe PCC</td><td>£500.00</td></tr> <tr> <td>Freethorpe Methodist</td><td>£500.00</td></tr> <tr> <td>Wickhampton PCC</td><td>£500.00</td></tr> <tr> <td>Freethorpe First Responders</td><td>£125.00</td></tr> <tr> <td>NARS</td><td>£125.00</td></tr> <tr> <td>TOTAL</td><td>£3,928.33</td></tr> </table>		S.A. Williamson Salary (£153.33)/Allowance (£25) for September	£178.33	Freethorpe Village Hall	£2,000.00	Freethorpe PCC	£500.00	Freethorpe Methodist	£500.00	Wickhampton PCC	£500.00	Freethorpe First Responders	£125.00	NARS	£125.00	TOTAL	£3,928.33
S.A. Williamson Salary (£153.33)/Allowance (£25) for September	£178.33																
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TOTAL	£3,928.33																
<table> <tr> <td>CURRENT ACCOUNT BANK BALANCE AT LAST STATEMENT (2/9/14)</td><td>£10,357.91</td></tr> </table>		CURRENT ACCOUNT BANK BALANCE AT LAST STATEMENT (2/9/14)	£10,357.91														
CURRENT ACCOUNT BANK BALANCE AT LAST STATEMENT (2/9/14)	£10,357.91																

10:	CLERK INFORMATION/CORRESPONDENCE
The Clerk mentioned a letter from The Shelroy Trust about Christmas hampers for deserving folk.	


11:	COUNCILLORS COMMENTS/FUTURE AGENDA
There were no matters additional to those already dealt with	

The meeting closed at 8.45 p.m.

<i>Signed after agreed amendment and approval by Council as being a true and accurate record by the Chair of the meeting or authorised deputy</i>		Dated:
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Parish Clerk: Stephen Williamson 01493 789422 E-Mail: freethorpe.pc@gmail.com	FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
NOTICE OF A PARISH COUNCIL MEETING		
FREETHORPE VILLAGE HALL - MONDAY 17th NOVEMBER 2014 7.45 p.m.		

AGENDA

PUBLIC PARTICIPATION		
A period of time is allocated to allow Officials and members of the public to address Council and bring to attention any points for further discussion or future agenda item(s)		
1	APOLOGIES	Apologies for absence from the meeting will be taken and recorded
2	DECLARATIONS	Members to declare any known pecuniary and/or non-pecuniary interests that may affect any agenda item below, and not previously declared to Broadland District Council
3	MINUTES	Minutes of the meeting held on 15 th September 2014 will be amended as considered necessary, approved and signed.
4	MATTERS ARISING	The Chairman, Clerk and others as appropriate will update on matters previously discussed with appropriate action as necessary.
5	COUNCIL VACANCY	The Clerk will confirm that the Council are now free to co-opt. Councillors may wish to discuss and/or recommend suitable persons
6	PLANNING To view applications on-line: www.broadland.gov.uk/plans insert relevant ref. number	5, Old Chapel Road – Side Extension – Ref: 20141764. Any further new applications received prior to meeting may be discussed at Council discretion with notifications posted as appropriate. Any updates on past applications will be heard.
7	VILLAGE MATTERS	Any general items pertaining to Freethorpe can be discussed and approved/actioned as appropriate. This will include review and any decision relating to the quotation for war memorial cleaning
8	2013-14 AUDIT	The Clerk will report on the now returned Audit report from Mazars, Council to authorise availability as required by law
9	FINANCIAL MATTERS	To approve payments (separate list will be provided).
10	POSSIBLE ELECTION & MEETINGS 2015	Clerk suggests that only meetings up to May 2015 be arranged in principle. It may be helpful to know if any existing Councillors are NOT intending to stand for re-election
11	CLERK INFORMATION	The Clerk will bring to notice any items of correspondence received
12	COUNCILLORS COMMENTS	Members of the Council may bring to the attention of the Chairman or Clerk, any matters they feel need actions or suggestions for next agenda.
Signed:		Parish Clerk 12 November 2014
		

Parish Clerk: Stephen Williamson 01493 789422 E-Mail: freethorpe.pc@gmail.com	FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
PARISH COUNCIL YEAR 2014-2015 MINUTES OF THE MEETING		
HELD ON MONDAY NOVEMBER 17th 2014		
PRESENT AT THE MEETING		
Councillors: N. Spencer (Chair), D. Lake (Vice-Chair). P. Bacon, J. Church, L. Turner. Clerk: S. Williamson. NCC Councillor: B. Iles. Tree Warden: J. Fleetwood. Four Members of the public		

The Meeting commenced at 7.46 p.m.

PUBLIC SECTION
<p>Tree Warden Mr. Fleetwood confirmed that he and the school had received green awards for the new classroom at the school which was now fully completed, the total cost being just a few pounds thanks to generous grants and provision of materials. An official opening was scheduled although publicity had already been good and positive. He was hoping to create a 'bug house' and also a nestbox as well as obtaining a wildlife camera so that pupils could keep constant watch on progress. On trees, Mr. Fleetwood stated that the Ash situation was nothing short of devastating to the UK as a whole, undoubtedly people were 'scared' but work was continuing to find a disease resistance strain. There were thirteen trees within the public sections of Freethorpe and although some had the disease, none were thought to be dangerous. Lastly Mr. Fleetwood confirmed that he had now been granted full CRB clearance.</p> <p>For NCC, Mr. Brian Iles unformed that the new round of budgeting was going on, with public views encouraged via website. The five committees had to suggest savings and budgets for referral to the policy committee and then on to full Council in February 2015, Mr. Iles intimated that he was fighting proposals to further shrink the Highways budget given the amount of outstanding works.</p>

1: APOLOGIES FOR ABSENCE
Mr. Noakes. Apology unanimously accepted

2: DECLARATIONS
There were no declarations additional to those registered with Broadland District Council

3: MINUTES
Minutes of the meeting held in September had been prior circulated, (there was no October meeting). The Minutes were found to be in order and represented fairly and accurately the meeting. Unanimously accepted and duly signed by the Chairman.

4: MATTERS ARISING
The Clerk confirmed that planning for conversion of the Cart House, variation amendments to land at rear of 62 Chapel Field, and extensions at 71 The Green had all been returned on time to Broadland. The Clerk confirmed that thank you messages from all three Churches for donations had been received, also from NARS. On the Shelroy Trust, the Clerk informed that two names had been provided (from Mrs Turner) and that these had been communicated to the Trust.

5: COUNCIL VACANCY

The Clerk confirmed that with no election requests received, Broadland had given the 'all clear' to go ahead and co-opt a new Parish Councillor.

6:	PLANNING		
	5, Old Chapel Road	Side Extension	Ref: 20141764.
There were no objections to this application although it was pointed out that the plan did not show the full extent of the land. It was agreed that only some two thirds of the land was within Freethorpe Parish. Also on planning Council discussed an offer from Pathfinder developments to visit the Council and discuss project proposals. The Clerk was asked to e-mail them and inform of dates of upcoming meetings.			

7:	VILLAGE MATTERS
There had been no crimes reported in Freethorpe during the past month. Council further discussed the matter of Broadland withdrawal of bottle banks in 2015, the can bank had already been removed. Council discussed the two quotations from Abbey Memorials and it was felt that one more quotation should be obtained. No-one had any knowledge of other local firms and the Clerk promised to seek out potentially suitable companies to approach.	

8:	2013-2014 AUDIT
The Mazars Audit for the period covering to March 2014 had been duly completed with only minor comments, all of which could be easily addressed for the future returns.	

9:	FINANCIAL MATTERS & PAYMENTS		
The Clerk stated there was very little to mention this time around other than to report the returned Audit Report for 2013-14 from Mazars. He stated that the relevant page was copied last month. The Clerk informed that the second half of the 2014-15 Precept had been safely received so the balance shown below is virtually what we have available until April 2015 with the only additional expected receipt of any significance to come being the VAT repayment.			
S.A. Williamson Salary (£153.33) x 2 /Allowance (£25) x 2 for October/November			£356.66
Royal British Legion Poppy Appeal (Annual donation)			£25.00
Mazars (2013-14 Audit Fee)			£360.00
			TOTAL
			£741.66
CURRENT ACCOUNT BANK BALANCE AT LAST STATEMENT (2/11/14)			£10,426.25


10:	POSSIBLE ELECTION & MEETINGS 2015		
The Council confirmed that the following dates would be reserved for meetings in the first part of 2015, and after brief discussion it was agreed to bring the Annual Parish Meeting forward to April (from May) as by law following an election, the Annual Parish Council Meeting had to take precedence in May.			
MONDAY JANUARY 19th		MONDAY FEBRUARY 16th	MONDAY MARCH 16th
MONDAY APRIL 20th <i>(Also Annual Parish Meeting)</i>		MONDAY MAY 18th <i>(Also Annual Parish Council Meeting)</i>	

11:	CLERK INFORMATION / CORRESPONDENCE
The Clerk informed of the NCC 'warm and well' campaign, the Freethorpe Ten run scheduled for January 25 th , the ceasing of free smoke alarms for vulnerable persons from spring 2015 (hoped that Rotary Clubs would be taking this over), lastly the Clerk informed that recording and filming of Council meetings was now legal.	

12:	COUNCILLORS COMMENTS/FUTURE AGENDA		
Mrs Church informed that Can-Man of Stalham were being contacted about a new can bank, The Clerk informed that Hickling Parish were trialling a firm called Indigo (Thetford). Unanimously agreed that ongoing publicity was vgfital to encourage residents not to take the easy option for glass but to still use bottle banks.			
Signed after agreed amendment and approval by Council as being a true and accurate record by the Chair of the meeting or authorised deputy			Dated:

Parish Clerk: Stephen Williamson 01493 789422 E-Mail: freethorpe.pc@gmail.com	FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
NOTICE OF A PARISH COUNCIL MEETING		
FREETHORPE VILLAGE HALL - MONDAY 15th DECEMBER 2014 7.45 p.m.		

AGENDA

PUBLIC PARTICIPATION		
A period of time is allocated to allow Officials and members of the public to address Council and bring to attention any points for further discussion or future agenda item(s)		
1	APOLOGIES	Apologies for absence from the meeting will be taken and recorded
2	DECLARATIONS	Members to declare any known pecuniary and/or non-pecuniary interests that may affect any agenda item below, and not previously declared to Broadland District Council
3	MINUTES	Minutes of the meeting held on 17 th November 2014 will be amended as considered necessary, approved and signed.
4	MATTERS ARISING	The Chairman, Clerk and others as appropriate will update on matters previously discussed with appropriate action as necessary. Any suggestions for a replacement Parish Councillor may also be discussed.
5	PLANNING (view online at www.broadland.gov.uk/plans Quote Ref: 20141961)	71 The Green (2 storey rear and side extensions) . Any further new applications received prior to meeting may be discussed at Council discretion with notifications posted as appropriate. Any updates on past applications will be heard.
6	VILLAGE MATTERS	Any general items pertaining to Freethorpe can be discussed and approved/actioned as appropriate. This will include names for further memorial quotations.
7	FINANCIAL MATTERS /BUDGET 2015-16	To approve (or otherwise) the Garden Guardian quote for 2015 grounds maintenance. The Clerk seeks guidance/recommendations in order to prepare a budget for consideration in January 2015
8	PAYMENTS	To approve payments (separate list will be provided).
9	CLERK INFORMATION	The Clerk will bring to notice any items of correspondence received
10	COUNCILLORS COMMENTS	Members of the Council may bring to the attention of the Chairman or Clerk, any matters they feel need actions or suggestions for next agenda.
Signed:		<div>  </div>
		Parish Clerk 10 December 2014

Parish Clerk: Stephen Williamson 01493 789422 E-Mail: freethorpeparish@btinternet.com	FREETHORE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
PARISH COUNCIL YEAR 2014-2015 MINUTES OF THE MEETING		
HELD ON MONDAY DECEMBER 15th 2014		
PRESENT AT THE MEETING Councillors: N. Spencer (Chair) D. Lake (Vice-Chair) P. Bacon, J. Church, G.Noakes, L. Turner. No Members of the public		

The Meeting commenced at 7.45 p.m.

PUBLIC SECTION	
No members of the public were present.	
1:	APOLOGIES FOR ABSENCE
All councillors were present.	
2:	DECLARATIONS
As requested.	
3:	MINUTES
Re: Item 6 (5 Old Chapel Road Side Extension Ref: 20141764) - should read "at the top of The Common". It was decided that we would invite developers to discuss this with the Parish Council. Plan for 5 Old Chapel Road was approved. Re: Item 12 (Councillors Comments/Future Agenda - Can-Man of Stalham proposal for new recycling bank supplier) - Mrs Church advised the Norfolk County Council had suggested the Can-Man as a provider of the recylce bank.	
4:	MATTERS ARISING
Local firms were discussed for war memorial and it was decided that we should get some prices.	
5:	PLANNING
The application for 71 The Green was supported by the Council - Ref: 20141961	
6:	VILLAGE HALL UPDATE
There was no update on this occasion.	

7:	OTHER VILLAGE MATTERS
Not discussed	

8:	FINANCIAL MATTERS & PAYMENTS
Quote for Garden Guardian was discussed and it was suggested that his visits should be monitored.	

9:	CLERK INFORMATION/CORRESPONDENCE

10:	COUNCILLORS COMMENTS/FUTURE AGENDA
Discussion re: recycling	

The meeting closed at 9:20p.m.

Signed after agreed amendment and approval by Council as being a true and accurate record by the Chair of the meeting or authorised deputy		Dated:
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N. Percut
19 JAN 2015

FREETHORPE PARISH COUNCIL

Parish Clerk:
Stephen Williamson

01493 789422

E-Mail:
freethorpeparish@btinternet.com

Chair: Nick Spencer
Vice-Chair: David Lake

15 Sunninghill Close
BRADWELL
Great Yarmouth
Norfolk
NR31 9JB

PARISH COUNCIL YEAR 2014-2015

MINUTES OF THE MEETING

HELD ON MONDAY JANUARY 19th 2014

PRESENT AT THE MEETING

Councillors: N. Spencer (Chair)

P. Bacon, J. Church, G.Noakes, L. Turner.

Approximately 15 members of the public

The Meeting commenced at 7.45 p.m.

PUBLIC SECTION

There were approximately 15 members of the public present at the meeting

1:

APOLOGIES FOR ABSENCE

David Lake was absent from this meeting.

2:

DECLARATIONS

No change.

3:

MINUTES

Minutes of last meeting agreed and signed.

4:

MATTERS ARISING

The position regarding the Clerk was discussed and it was agreed between the Councillors that subject to

monitoring the position and future vigilance, the Clerk should remain. At this stage it is not clear whether the fine will need to be paid as it is a technical fine but if so, this will have to come out of the public purse.

5:

PLANNING

Housing Development at The Common – Ref: 20142083 - Plans were laid out in order for members of public to view and the public were informed that the plans are also available to view online (www.broadland.gov.uk/plans). It was felt that there had not been sufficient consultation between the Planners and the Parish Council and the comment made in 4.3.1 of the Planning Design and Access Statement did not accurately reflect the position, as the only meeting that the Parish Council were invited to they attended, which was the meeting to discuss affordable housing needs in the village and possible sites for future development. At this meeting there was no mention of the housing development at The Common. Nick informed everybody that as this development is an exception site (in that it is outside the development criteria) there is a 90 day consultation period. It was therefore decided that the Parish Council should invite the planners and architect to attend the next Parish Council meeting (to be held within the allocated 90 day consultation period) in order for both the Parish Council and members of the public to discuss the development with the planners and that the Parish Council would not make comments/decisions on the development until the meeting with the planners. Members of the public were told that if they wished to raise any objections or comment on the development before the meeting they are free to approach Broadland District Council Direct but it was suggested that it would be a good idea to let the Parish Council have a copy of any letters that were sent, so that we can have an accurate record of any letters of objection. The main points of concern seemed to be:-

1. The basic design of the houses does not enhance the village and it was felt that it should be suggested that the design could be enhanced and improved upon.
2. There were concerns about drainage as this area of roadway is already subject to flooding on occasion and the extra hard standing this development would create would only add to this.
3. It was felt that the extended 30 mile an hour limit does not go far enough and it should be extended to perhaps begin at Southwood Hall and take in the cottages on the corner before the bungalow on the plans, in order to encourage people to slow down before they reach the village.
4. The question was raised as to how much growth Freethorpe School is able to cope with and whether the School is already near to capacity.

It was decided that the meeting should be advertised in the Mercury and Notices put up in the village to make those people who have not got internet access or do not make it a priority to check Broadland District Council's website on a regular basis aware of the meeting to discuss the development.

Application for 17.5 Metre Replacement Telecommunications Mast at former Atchison Bros Site – Ref: 20142020

This was discussed and agreed with no objections and the Parish Council are in support of the Application.

6:

VILLAGE HALL UPDATE

No update on this occasion.

7:	OTHER VILLAGE MATTERS
<p>Brian Ailes (apologies if misspelt) updated the Parish Council on the Broadband proposals and confirmed that these seem to have gone off the radar for our area as the budget has ran out. It would depend on what happens when the next Government reviews the position. At present it has only got as far as Acle.</p>	

8:	FINANCIAL MATTERS & PAYMENTS
<p>Cheque was signed for the Clerk's wages.</p> <p>Pre-set has allowed for a 2.5% increase in the cost of living and has been set for 2015/16 at £10,608.</p>	

9:	CLERK INFORMATION/CORRESPONDENCE
<p>Bank statement received and all was ok with this. Letter of complaint against proposed housing development at The Common (Ref: 20142083) received from Mr Roland Turner of 134 The Common.</p>	


10:	COUNCILLORS COMMENTS/FUTURE AGENDA
<p>Next meeting to be three weeks into February on 16th February 2015.</p>	

The meeting closed at 8:50p.m.

<p><i>Signed after agreed amendment and approval by Council as being a true and accurate record by the Chair of the meeting or authorised deputy</i></p>	<p>Dated:</p>
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Parish Clerk: Stephen Williamson 01493 789422 E-Mail: freethorpe.pc@gmail.com	FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
NOTICE OF A PARISH COUNCIL MEETING		
FREETHORPE VILLAGE HALL - MONDAY 16th FEBRUARY 2015 7.45 p.m.		

AGENDA

SPECIAL PRESENTATION PROPOSED DEVELOPMENT - Land adjoining 139 The Common Freethorpe Representatives of the Proposed Developers, the Planning Consultants and Saffron Housing Trust will be making a presentation and taking questions <i>(Plans may be viewed online – www.broadland.gov.uk/plans - Reference 20142083)</i>		
PUBLIC PARTICIPATION A period of time is allocated to allow Officials and members of the public to address Council and bring to attention any points for further discussion or future agenda item(s)		
1	APOLOGIES	Apologies for absence from the meeting will be taken and recorded
2	DECLARATIONS	Members to declare any known pecuniary and/or non-pecuniary interests that may affect any agenda item below, and not previously declared to Broadland District Council
3	MINUTES	Minutes of the last meeting held in January 2015 will be amended as considered necessary, approved and signed.
4	MATTERS ARISING	The Chairman, Clerk and others as appropriate will update on matters previously discussed with appropriate action as necessary.
5	OTHER PLANNING <i>(view online at www.broadland.gov.uk/plans Quote Ref: 20150125)</i>	71 The Green, Freethorpe (side/rear extensions – revised proposal) <i>NOTE: If any actions requiring a vote, need discussion concerning the special presentation matter this will take place within this section.</i> Any further new applications received prior to meeting may be discussed at Council discretion with notifications posted as appropriate.
6	ELECTION 2015/ CO-OPTION	Early information concerning the election to be held on Thursday May 7 th 2015. The Parish Council are still free to co-opt a new member for the remaining 2-3 months of this Council tenure.
7	MEETING DATES	To confirm meeting dates for March, April and May 2015, including date of Annual Parish Meeting
8	VILLAGE MATTERS	Any general items pertaining to Freethorpe can be discussed and approved/actioned as appropriate. This section is likely to include and discussion on war memorial cleaning/restoration quotes and also plans for recycling after March 31 st .
9	FINANCIAL MATTERS	To approve payments <i>(separate list will be provided)</i> . Council also need to formally confirm appointment of internal auditor for 2014-15
10	CLERK INFORMATION	The Clerk will bring to notice any items of correspondence received
11	COUNCILLORS COMMENTS	Members of the Council may bring to the attention of the Chairman or Clerk, any matters they feel need actions or suggestions for next agenda.
Signed:		 Parish Clerk 11 February 2015

Parish Clerk: Stephen Williamson 01493 789422 E-Mail: freethorpe.pc@gmail.com	FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
PARISH COUNCIL YEAR 2014-2015 MINUTES OF THE MEETING		
HELD ON MONDAY FEBRUARY 16th 2015		
PRESENT AT THE MEETING		
Councillors: N. Spencer (Chair), D. Lake (Vice-Chair). P. Bacon, J. Church, G. Noakes, L. Turner. Clerk: S. Williamson. Two guests regarding planning and initially 22 Members of the public		

The Meeting commenced at 7.45 p.m.

SPECIAL PRESENTATION PROPOSED DEVELOPMENT - Land adjoining 139 The Common Freethorpe Representatives of the Proposed Developers, and the Planning Consultants made a presentation and took questions from Parish Councillors and members of the community. It was explained that the application for eleven dwellings was a mixture of three open market properties and a combination of one, two and three bedroom properties for housing association letting or shared ownership. The mix was based on 'local needs' but this was queried as the last Freethorpe housing need survey dated back ten years or more. Amongst other queries debated was the aesthetic appearance of the proposed properties which it was felt was not in keeping with the village.

The above section ended at 8.50 p.m. and all but two members of the public left the meeting

PUBLIC SECTION There were no other matters raised, however the Clerk read a short apology from the Tree Warden and also mentioned a local enquiry as to progress of better broadband which had been referred to Cllr. Iles.

1:	APOLOGIES FOR ABSENCE With all Councillors present there were none although apologies from NCC Councillor Brian Iles, Tree Warden John Fleetwood and PCSO Mullinger were duly noted
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2:	DECLARATIONS There were no declarations additional to those registered with Broadland District Council
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3:	MINUTES The Minutes of the meeting held in January had not been fully circulated, signing deferred until next meeting. The Minutes for the meeting held in November 2014 had missed being signed and these were duly signed
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4:	MATTERS ARISING There were none
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5:	OTHER PLANNING	
20150125	71 The Green	Revised – two storey side and rear extensions
Members of the Parish Council viewed the plans for this application and had no comments, adverse or otherwise, to make. Plans supported – no objections		
20142083	Land adjoining 139 The Common, Freethorpe	Proposed New Development
A copy of the Parish Council submission to Broadland District Council is appended to these Minutes for public		

record and can be considered part of the meeting Minutes.

6:

ELECTION 2015/CO-OPTION

The Clerk gave brief details of the arrangements for obtaining and registering nomination packs which had to be done, delivering by hand, no later than 4pm on April 9th. A fact sheet was given to each existing Councillor, the Clerk had also prepared a recruitment poster. Without vote Council decided not to proceed with any co-option this side of the election as no more than two meetings remained.

7:

MEETING DATES

Council agreed to bring the Annual Parish Meeting forward to April (20th) to avoid clash with election. Other meeting dates agreed were Monday March 16th and Monday June 18th which would include the Annual Parish Council Meeting. Although possibly subject to change depending on election, dates for the remainder of 2015 were likely to be as follows – no scheduled meeting for August.

Monday 15 th June	Monday 20 th July	Monday 21 st September
Monday 19 th October	Monday 16 th November	Monday 21 st December

8:

VILLAGE MATTERS

The Clerk was authorised to obtain a further quote (possibly two) for restoration/cleaning of war memorial. On recycling arrangements after 1st April Mr. Lake informed that the best companies appeared to be Indigo Waste (Thetford) for glass/The Can Man (Stalham) for cans/Whites (as existing) for paper. The Clerk confirmed that he had the necessary forms to complete for registration with Norfolk County Council

9:

FINANCIAL MATTERS & PAYMENTS

The Clerk confirmed that the Precept was registered with Broadland on time in the sum of £10,557 which is a rise in line with inflation only on last year. The budget for 2015-16 was distributed (*copy appended to Minutes*). The penultimate glass recycling payment from Broadland had been received, it will be up to Parish Council to make arrangements from April 1st onwards. The sum was £462.76 and should be included within the figure shown below. The Clerk informed that he had not received a statement from Santander covering to the end of January, but had telephoned for a duplicate. The current account balance figure shown below was obtained via telephone earlier on 16th February. Council agreed to fund the fee for the Clerk to attend a NALC finance seminar on March 23rd at Upton near Acle.

S.A. Williamson Salary (£153.33)/Allowance (£25) February plus £17.35 – one quarter of annual computer protection Feb 2015 – Jan 2016 (<i>as previous 3 years</i>)	£195.68
CPRE 2015-6 Subscription (suggested amount)	£50.00
NALC Training – Fee for one day financial seminar	£50.00
TOTAL	£295.68

CURRENT ACCOUNT BANK BALANCE TELEPHONE BANKING (16/2/15)	£13,761.09
RESERVE ACCOUNT AS AT CLOSE OF BUSINESS (2/2/15)	£1,954.86

10:

CLERK INFORMATION/CORRESPONDENCE

The Clerk informed Council about the collection formerly owned by Duleep Singh which had been left to local history societies for display at various libraries in the county. The prints included one of the Parish Church at Wickhampton. Final invoices had been located and sent to Norfolk Community Foundation (Village Hall Grant) who were now happy to close their file. On police matters, only one crime (domestic related threat to kill) had been registered and reported from the Parish during January.

11:

COUNCILLORS COMMENTS/FUTURE AGENDA

No further points were raised

The meeting closed at 9.50 p.m.

<i>Signed after agreed amendment and approval by Council as being a true and accurate record by the Chair of the meeting or authorised deputy</i>		Dated:
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<p>Parish Clerk: Stephen Williamson 01493 789422 E-Mail: freethorpe.pc@gmail.com</p>	<p>FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i></p>	<p>15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB</p>
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From The Parish Clerk's Office

PROPOSED DEVELOPMENT - Land adjoining 139 The Common Freethorpe
(Broadland District Council Reference 20142083)

Following a presentation by the developer and planning consultant at the village hall on Monday 16th February which was also attended by all current Parish Councillors and over 20 Parishioners, the Parish Council would like to register the following comments and observations:

- 1) It is noted that the proposed site adjoins the Parish of Cantley, and Freethorpe Parish Council would be grateful to know whether that Parish has been invited to comment & whether they had done so on this application and if so what comments have been made.
- 2) Of particular significance is that the Parish Council strongly feel the design of the proposed properties is not sympathetic to the area. This view was shared by virtually everyone present at the meeting. It is felt that standard of design is bland and has been proposed as the cheapest build proposal. We believe that little additional cost would be necessary to improve the general aesthetic look of the proposed properties and bring them more into keeping with the area. The design brief alluded to the small infill bungalow opposite as the level of required design acceptability. We believe this should not be the case especially as further along the Common we have examples of Walpole Houses and indeed the small infill house adjacent to one of these Walpole Houses had been designed to complement. The Parish Council would draw your attention to the development of affordable housing at Lower Green to see what can be achieved and would add that this proposed development is also the gateway entrance to Freethorpe and we feel that we should not accept the proposed design at this stage.
- 3) The Parish Council questions the mix of affordable and shared ownership properties as well as the numbers of various sizes proposed. It is now understood that plans are based largely on Broadland District/Norwich County Council requirements, and we would point out that it is in excess of 10 years since a truly local survey was carried out. It is felt that a better mix of property types should be investigated, the need for one bedroom bungalows is questioned, but a higher proportion of three bedroom shared ownership properties would be favoured.
- 4) The Parish Council would like assurance that the new housing association and shared ownership properties would first be offered to Freethorpe residents and those living within a very short distance of the village, or having a previous residential connection to the village. The Parish Council would also like to see this policy extended to include properties vacated within Freethorpe by those moving to the new homes (i.e. 'down-sizing') The Parish Council feel that when it participated in the last development discussions (Lower Green) that the overriding support for this scheme was to allow for local needs to be met, This however was not the case as existing tenants from local Housing stock were moved into the properties resulting in their vacated properties not counting for "local needs" and therefore creating bad feeling as the support for the development was to meet "local" needs. The council will be looking for assurances from Saffron Housing that if support is provided that a repeat scenario does not happen again.
- 5) The proposed 30 mph speed limit should be extended southwards, further than recommended by NCC Highways although we accept that this approval has not yet been given. The road and access into the Village from this end has always been difficult with vehicles unable to pass each other adjacent to this development, generally a vehicle has to tuck in and wait for any vehicles entering the village to pass, this is added to by the fact that we have larger vehicles entering the village thru the

double bend at Southwood and as there is no speed limit restriction other than 60mph vehicles coming into the Village are generally already travelling too fast for the width of the road. We believe that by extending the proposed 30mph limit further than the proposed, and we would suggest to at least the first bend (roughly in line with the postbox) this would have a calming effect on those vehicles that currently speed into the village and only start to slow when they hit the 30mph sign that exists. As the developer was also unaware of the Southwood Hall "Pea Shed" development and the yet to be realized impact this will have being sited adjacent the proposed development and the additional traffic flow from staff and vehicles servicing Southwood Hall from the "Pea Shed" development we feel it would be good to slow all vehicles down by the use of a redesignated 30mph zone as they enter the village

- 6) Local drainage concerns should be addressed within the plans so that these ongoing problems are solved once and for all.
- 7) As this lies within an existing residential area, reasonable time limits of working hours should be set as part of any planning permission

May it also be noted that as one Parish Councillor lives in close proximity to the proposed site, a non-pecuniary declaration will be made.

<p>Parish Clerk: Stephen Williamson 01493 789422</p> <p>E-Mail: freethorpe.pc@gmail.com</p>	<p>FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i></p>	<p>15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB</p>
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From The Parish Clerk's Office

2015-16 BUDGET

Expense	2013/14	2014/15	2015/16	Notes
NALC Subscription	£175	£185	£190	<i>Unsure if any rise likely</i>
CPRE Subscription	£35	£40	£50	<i>CPRE Suggested 2015-6 membership</i>
Norfolk RCC Subscription	£25	£25	£25	<i>Unsure if any rise likely</i>
HMRC Work	£37.50	£50	NIL	<i>No External Plans for 2015-16</i>
Clerk Salary	£1,800	£1,840	£1,868	<i>Just above 1.5% rise</i>
Clerk Expenses	£300	£300	£325	<i>Small Increase – Stamps/Stationery</i>
Insurance	£550	£1,000	£1,000	<i>Now includes Wickhampton Play area</i>
Internal Audit	£150	£160	£170	<i>A small rise seems appropriate</i>
External Audit	£175	£250	£325	<i>Last year under estimated by £50.00</i>
Village Hall (<i>rent/donation</i>)	£2,000	£2,000	£2,000	<i>No increase</i>
Grounds Maintenance (quotation)	£1,200	£1,230	£1,248	<i>Garden Guardian quotation</i>
3 Church Donations	£1,500	£1,500	£1,500	<i>No increase</i>
Freethorpe First Responders	£100	£125	£125	<i>No increase</i>
Accident Rescue Service	£100	£125	£125	<i>No increase</i>
Royal British Legion Donation	£25	£25	£25	<i>No increase</i>
General Expenses (post etc.)	£200	£100	£100	<i>No increase</i>
Contingency Fund (Village Work)	-	£250	£250	<i>General Repairs etc.</i>
Election Expenses (2015)	-	£125	NIL	<i>Should not be necessary</i>
Possible Training (Clk/New Cllrs)			£125	<i>Possible NALC Fees for training etc.</i>
TOTALS	£8,372	£9,330	£9,451	
PRECEPT FIGURE	£8950	£9,350	N/A	
PLUS VILLAGE HALL SUPP.		£1,000	N/A	
TOTAL PRECEPT		£10,350	£10,557	<i>Applied For & Acknowledged</i>

Parish Clerk: Stephen Williamson 01493 789422 E-Mail: freethorpe.pc@gmail.com	FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
NOTICE OF A PARISH COUNCIL MEETING		
FREETHORPE VILLAGE HALL - MONDAY 16th MARCH 2014 - 7.45 p.m.		

AGENDA

PUBLIC PARTICIPATION		
A period of time is allocated to allow Officials and members of the public to address Council and bring to attention any points for further discussion or future agenda item(s)		
1	APOLOGIES	Apologies for absence from the meeting will be taken and recorded
2	DECLARATIONS	Members to declare any known pecuniary and/or non-pecuniary interests that may affect any agenda item below, and not previously declared to Broadland District Council
3	MINUTES	Minutes of the meeting held on 15 th January 2015 (<i>unavailable at February meeting but since circulated</i>) will be approved for signature. Minutes of the meeting held on 16 th February 2015 will be amended as considered necessary, approved and signed.
4	MATTERS ARISING	The Chairman, Clerk and others as appropriate will update on matters previously discussed with appropriate action as necessary.
5	PLANNING	<i>No new applications received.</i> Any new applications received prior to meeting may be discussed at Council discretion with notifications posted as appropriate. Any updates on past applications will be heard, including the proposals for new homes adj. 139 The Common discussed February
6	VILLAGE MATTERS	Any general items pertaining to Freethorpe can be discussed and approved with action agreed as appropriate. This is likely to include update on recycling arrangements from April
7	ELECTION 2015	Clerk will update and remind of the important dates involved for nominations to be received. This to include details of what happens if no Parish election takes place (<i>i.e. if seven or less nominations approved</i>)
8	ANNUAL PARISH MEETING	Updates and any discussion ahead of the Annual Meeting scheduled to take place prior to the usual meeting on April 20 th 2015
9	FINANCIAL MATTERS	To approve payments (<i>separate list will be provided</i>).
10	CLERK INFORMATION	The Clerk will bring to notice any items of correspondence received. <i>Note the Clerk is attending the NALC Spring Seminar (at no cost to Freethorpe) on 13th March & will advise Council of anything relevant.</i>
11	COUNCILLORS COMMENTS	Members of the Council may bring to the attention of the Chairman or Clerk, any matters they feel need actions or suggestions for next agenda.
Signed:		<div>  </div>
		Parish Clerk 11 March 2015

Parish Clerk: Stephen Williamson 01493 789422 E-Mail: <u>freethorpe.pc@gmail.com</u>	FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
PARISH COUNCIL YEAR 2014-2015 MINUTES OF THE MEETING HELD ON MONDAY MARCH 16th 2015		
PRESENT AT THE MEETING		
Councillors: N. Spencer (Chair), D. Lake (Vice-Chair). P. Bacon, J. Church G. Noakes, L. Turner. Clerk: S. Williamson. Four Members of the public		

The Meeting commenced at 7.50 p.m.

PUBLIC SECTION
<p>Within this section a member of the public highlighted a constant speeding problem on the outskirts (south) of the village. Council were informed that some time earlier the local MP had been contacted, and a temporary speed trap had operated. Matters had however become noticeably worse. The Clerk stated that there was little if any chance of getting traffic calming measures agreed, but all Parish Councils could apply in the autumn for a 50/50 grant in the spring of 2016. In the meantime the Clerk promised to bring this to the attention of NCC Highways either direct or via Brian Iles. Mr. Iles (<i>who arrived after the above matter</i>) informed of extra funding for Adult Social Care and also Children's education, he was meeting with NCC Highways the following day with regards to the dips and dangers present in Branch Road. He apologised that he would not be present at the Annual Meeting in April but promised to provide the Clerk with a report.</p>

1: APOLOGIES FOR ABSENCE
Apology received from PC Mullinger.

2: DECLARATIONS
There were no declarations additional to those registered with Broadland District Council (<i>see Item 5 below</i>)

3: MINUTES
<p>The Minutes of the meeting held In January 2015 (unsigned last meeting) had now been properly circulated. It was agreed that the Minutes (following minor amendments) represented a true and accurate report of the meeting and were duly signed. (<i>Note: Mr. Lake had not been present at meeting and abstained</i>). The Minutes of the meeting held in February has been prior circulated and were found to be an accurate and true account of the meeting. The Minutes were approved unanimously and duly signed.</p>

4: MATTERS ARISING
<p>The Clerk reported that he had struggled to find another suitable company to quote for cleaning/restoration of war memorial, and Council agreed to postpone any decision until April in the hope that an alternative quote could still be produced. On recycling, Mr. Lake had spoken to and recommended that the Parish Council enter into arrangements with Indigo of Thetford for glass collection and Can-Man of Stalham for cans. It was assumed that Whites (paper) would remain but a check needed to be made. It was noted that there were three bottle banks at the village hall (1 green glass/1 brown/1 clear) and one can bank. It was further agreed that so far as was possible continuity needed to be maintained, no date was available for Broadland removal.</p>

5: PLANNING
<p>Council formally agreed that the representation to Broadland concerning possible development on land adjoining 139 The Common truly represented beliefs, and also noted the response from Broadland in relation to type of property allocation which had been prior circulated. It was also noted that Mrs Turner wished to formally declare a non-pecuniary interest on this matter as she lived close to the proposed site. There were no new applications, however a minor street numbering change (64 Chapelfield) was duly noted.</p>

6:	VILLAGE MATTERS
This section was devoted to potential changes to the 730 bus serving the village from September 2015. The Clerk informed that paperwork had only arrived four days earlier and the so-called 'consultation' ended on March 31 st . Council agreed that as much publicity as possible was necessary very quickly and the Clerk agreed to contact the GY Mercury and also prepare notices as well as contacting other local Parishes.	

7:	ELECTION 2015
Councillors were reminded that nomination packs were now available, but needed to be returned by hand to Broadland offices in Norwich no later than April 9 th (4.00 p.m. sharp).	

8:	ANNUAL PARISH MEETING
The Clerk informed he had contacted the school and First Responders as well as Brian Iles and John Fleetwood. He was asked to also ensure that the Walpole Trust (almshouses) were informed as well as mentioning the meeting within GY Mercury. The date was confirmed as Monday 20 th April (7.45 p.m.)	

9:	FINANCIAL MATTERS & PAYMENTS
The Clerk informed that the Mazars Audit Return Pack had arrived and that Freethorpe is NOT within the 5% for an intermediate return for 2014-15. The Clerk stated he would make every attempt to start doing the accounts as soon as the April bank statement arrives. The Clerk went on to say that he was not aware of any other specific payments this month other than his salary. However he reminded Council that for the year just ending £1,000 extra to the precept requirement specifically to assist with Village Hall upgrading etc. He recalled a year ago it was intimated that this should be an annual extra donation, and the Precept for 2015-16 was based upon the higher amount. Council agreed to pay the additional £1,000 once again, but not until the April meeting which fell into the new Council year. Lastly the Clerk confirmed that the NALC one day course is now booked for him to attend the following Monday (23 rd March)	
PAYMENTS DUE	
Payee & Reason	Amount
S.A. Williamson Salary (£153.33)/Allowance (£25) March	£178.33
TOTAL OF ABOVE	£178.33
BANK BALANCES AT STATEMENT(S) (CLOSE OF BUSINESS ON 2/3/15)	
MAIN CURRENT ACCOUNT	£13,565.41

10:	CLERK INFORMATION/CORRESPONDENCE
The Clerk advised that a police report covering to the end of February had been received, showing nil crimes reported. The Clerk reminded Councillors that the April meeting would follow the Annual Parish Meeting (20 th April) and that the May meeting was scheduled for Monday 18 th May preceded by the Annual Parish Council Meeting at 7.45 p.m. Council were also informed of the availability of outside picnic tables incorporating facility for wheelchairs, there was also mention of Broadland recommendation to ban 'Chinese lanterns' and on 'Better Broadband' BT had advised that this was now available in parts of the village. Council also asked that information about purchasing 'red' telephone boxes was passed to Wickhampton, the only one in Parish.	

11:	COUNCILLORS COMMENTS/FUTURE AGENDA
One Councillor stated he was trialling at no charge an improved Broadband service and had noted speed improvement. The Council asked the Clerk to contact Wellington in relation to retrieving their plans.	

The meeting closed at 9.15 p.m.

<i>Signed after agreed amendment and approval by Council as being a true and accurate record by the Chair of the meeting or authorised deputy</i>		Dated:
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