

**Minutes of the Meeting of Freethorpe Parish Council, serving Freethorpe & Wickhampton,
held on Monday 19th February 2024 at 7.00pm at Freethorpe Village Hall**

Present: Nick Spencer (NS, Chairman), David Lake (DL, Vice-chairman), Paul Bacon (PB), Michael Blake (MB), Paul Crisp (PC), Andrew Moll (AM, Parish Clerk), Grant Nurden (GN, also District Councillor), Andrea Rowlands (AR, also Tree Warden).

Also present: John Fleetwood (JF, Tree Warden), and 7 members of the public.

1. Apologies

Lana Hemsall (LH, County Councillor).

2. Public Forum

- a) County Councillor Report – none. PB asked about a consultation on recycling centres, which DL explained, details to be shared **ACTION AM**
- b) District Councillor Report - GN highlighted next Town & Parish Council Form on 7th March 11-12. He anticipated council tax increase when budget is set and described new planning charges. DL queried when council tax would reduce as a result of the merger. GN felt that the Greater Norwich Development Fund should be looked into for grants. **ACTION AM**
- c) Tree Wardens' Report - JF reported that (1) TPO BD0616 had been upheld; (2) the chipper had been in operation at the school (3) four disease-resistant elms have been bought by the network and (4) there are new laws requiring biodiversity in developments.
- d) Police priorities – anti-social behaviour & road safety were noted. There were no comments to feed back about engagement regarding serious violence.
- e) Disruption caused by Reedham 10 race on 21/01/2024 was discussed, noting the community and health benefits of the event but airing three concerns: (1) the traffic disruption, (2) the standard of stewarding, and (3) the lack of notice. It was agreed that these concerns should be raised with the organisers. **ACTION AM**
- f) 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. As a trustee of the Walpole Almshouses MB is unable to discuss agenda item 9d which impacts the almshouses. There were no other declarations.

4. Minutes of the meeting held on Monday 15th January 2024

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

5. Matters arising from the previous meeting

- a) (2b) Follow up on grants for Pride in Place (Clean & Bloom) (AM) – done, item 10d refers.
- b) (6b) Apply for NALC gov.uk option (AM) – done, item 6b refers.
- c) (6c) Payroll option – further information (AM) – done, item 6c refers.
- d) (7d) Consider investing reserves with Broadland (AM) – carry forward.
- e) (9a) Respond to application 2023/3706 (AM) - done.
- f) (10a) Share speed management report with Police (AM) – done.
- g) (11b) Check timing of flashing 20mph school sign (AM) – done: Mon-Fri 8-9.15; 12-12.45; 2.45-4 which is standard across Norfolk.
- h) Other matters arising – none.

6. Clerk's Report

- a) NALC update – shared for information.
- b) NALC gov.uk option – the application form was approved. Website requested is freethorpe-pc.gov.uk and email addresses cllr.name@freethorpe-pc.gov.uk.

Chair's initials



- c) NALC Payroll option – it was **agreed** to use the NALC payroll service. It was **agreed** that the clerk salary point from April is 17, reflecting increments due from annual progression and CiLCA qualification. **ACTION AM**
- d) Town & Parish Council forum outputs were noted.
- e) It was **agreed** to apply for a free portrait of King Charles III. **ACTION AM**
- f) Access to Nature Grant – it was agreed that this should be sought when Wickhampton Pond registration is complete.

7. Finance

a) Monthly Financial Update

AM advised the financial position as follows:

Income ytd	£33,987.49	Bank balance	£27,359.15
Expenditure ytd	£20,097.65	Forecast end year balance	£9,743.26

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

Ref	Payee	Description	Amount (£)
1	Andrew Moll	Salary Jan	197.58
2	Andrew Moll	Administration – postage expenses Jan	1.50
3	HMRC	PAYE	49.40
4	NGF Play Ltd.	Swing surfacing work INV Inv-5577 Date 26/01/2024 VAT 1109.96 VAT Reg GB 813527639	6659.7
5	Norfolk Association of Local Councils	Gov.uk domain & website fee INV 1293 Date 06/02/2024 VAT 22.40 VAT Reg GB 249372187	204.40
6	Norfolk County Council	NPLaw charges re Wickhampton Pond Jan 2024 INV 10066589 Date 08/02/2024 VAT 45.72	314.72
SO	Calica Computer Solutions	Speed management machine - mandates 3 & 4 (Feb)	24.00

c) Receipts – were noted.

Ref	Payer	Description	Amount (£)
1	Norfolk County Council	Recycling credits 2023	247.18
2	Broadland District Council	Clean & Bloom Grant (Pride in Place)	300.00

- d) To approve small amendment to 2024-25 budget – the previous meeting decided to budget £200 for Electric Vehicle Charging Points insurance and an additional £27 for speed management. It was **agreed** that the budget heads reduced to accommodate this are Play Equipment by £127 and Miscellaneous by £100.
- e) To approve standing order for Calica Computer Solutions – a new standing order for the £6 increase agreed last month, effective from April, was signed by NS and DL. **ACTION AM**
- f) To appoint Sonya Blythe as Internal Auditor at a cost of £125 – was unanimously **agreed**.
- g) To note the likely S106 and CIL grant monies – estimated figures of £27,000 CIL and £37,000 S106 from the Green View Way development was noted. DL advised that floodlighting is emerging as a priority for the sports facilities.

8. Correspondence

- a) For decision – (1) Stop the Wensum link was noted and individuals left to comment.
- b) For information – Parish Council noted (1) Norfolk Minerals and Waste Local Plan (2) Lingwood Duathlon on 24th March.

9. Planning

- a) New Applications – it was agreed that 'no objections' be made to application 2024/0318 75 The Green variation on the understanding that the design has not increased overlooking.

ACTION AM

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- b) Decisions – approval with conditions of 2023/0129 land behind 45&47 the Green was noted.
- c) Enforcements – one open case was noted, and further occurrences on 28/01 & 03/02.
- d) Appeal – an appeal against Broadland's refusal of permission to develop land to the north of Palmers Lane was considered. With MB and GN abstaining due to declarations of interest, the Parish Council reviewed the appeal documents and found nothing in them to obviate concerns previously expressed about this application. It was unanimously agreed to restate these concerns to the Planning Inspectorate, asking that the refusal be upheld. **ACTION AM**
This item was taken out of sequence under 'Public Forum' and the views of 6 residents heard. All were encouraged to write to County Councillor, District Councillor and M.P. to request their support in this consultation.

10. Update on Ongoing Matters and Projects

- a) Speed Management - January 2024. On Reedham Road, near the MUGA, since the introduction of the school flashing signs, 85th percentile speeds were down from 41.3 to 37.4mph. 5,000 fewer drivers broke the speed limit compared to a year ago. However, 12,048 people (nearly half the drivers) still broke the speed limit at a dangerous junction where children cross. Further signage to be explored. **ACTION AM**
Sadly, near the Manor House, 85th percentile speeds were up from 32.2 to 33.0mph. Over 1,000 more people broke the limit here than a year ago.
- b) Play Area Inspections – Parish Council approved the completion report for the swing surfacing at Freethorpe. GN asked for the report to share with Broadland, who part-funded the work, along with the National Lottery, for which the Parish Council is most grateful.
- c) Electronic Vehicle Charging Point (EVCP) – the application has been submitted to NCC.
- d) Wickhampton Pond – Land Registry has agreed to expedite the application and the site was surveyed for this purpose on 13th February.
- e) Rampant Horse – PC reported no further progress possible.
- f) Bowls Club donation – the Village Hall meeting in February asked the Parish Council to buy the new mower and reclaim the money from the Palmers Lane S106 money. This will help raise the standard of the green and support plans to encourage new members. **ACTION AM**
- g) Clean Up & Bloom – a grant of £300 has been received from Broadland. AR kindly agreed to lead the project and is planning springtime planting of bulbs and seeds around the parish.
- h) Village Hall kitchen – the Parish Council noted the Village Hall's ambition to refurbish the kitchen and will support this in whatever way possible, initially in a grant application which has been submitted for match funding for the work.

11. Other Matters

- a) It was noted that the 30mph signs on School Road are programmed for replacement.

12. Reports from Parish Councillors and items for next agenda

None.


13. Date of Next Meeting

Monday 18th March 2024 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	Chair  Nick Spencer	Date 18/3/24
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Chair's initials

