

FREETHORPE PARISH COUNCIL

41-43 The Green, Freethorpe, NORWICH NR13 3NY

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Chairman: Nick Spencer

Parish Clerk: Andrew Moll

To Members of the Public,

You are hereby invited to attend a meeting of Freethorpe Parish Council on **Monday 19th July 2021 at 7:45pm** at Freethorpe Village Hall for the purpose of transacting the following business:

A Moll Parish Clerk 12th July 2021

COVID19 Precautions

Please note that the meeting will be conducted with COVID19 precautions in place, including:

- Hand sanitisers must be used on entry.
- Face masks must be worn, except when speaking in the meeting.
- Social distancing of 2m is mandatory.
- People are encouraged to take lateral flow tests.
- Anybody requiring paper copies must bring their own and not share with others.
- Doors and windows must be open to allow air flow.
- The minutes will be available on the Parish Council website or printed by the Parish Clerk on request. A maximum of **7 members of the public** will be allowed on a 'first come first served' basis, in order to comply with maximum seating with distancing.

1. To consider apologies for absence

Paul Bacon, Lana Hempsall

2. Public Forum

- a. County Councillor report (written)
- b. District Councillor report
- c. Tree Warden report
- d. Public

3. Declaration of interest for items on the agenda and applications for dispensation

4. To approve the minutes of the meeting held on Monday 21st June 2021

5. Matters arising from the previous meeting

- | | |
|---|----------------------------|
| a. (2a) Examples of Local Nature Plans (AM) | In progress |
| b. (2b) Advice on verge cutting approach from NCC (LH) | In progress |
| c. (2c) Walpole Almshouses Members Grant (GN) | In progress |
| d. (2d) Village Hall Oak location (JC) | Item 10d refers |
| e. (5a) Advertisement of vacancy (AM) | In progress |
| f. (5c) Lease for Wickhampton Play Area (AM) | In progress |
| g. (5e) Wickhampton Pond ownership (NS) | |
| h. (7c) Ensure insurance cover index-linked (AM) | Item 7c refers |
| i. (8a) Queries on TPOs to Tree Warden (AM) | Completed |
| j. (8d) Plantation off-road vehicles follow-up (AM) | Completed |
| k. (8e) Advise Police & School of support for road safety (AM) | In progress |
| l. (8f) Future requirements and options for MUGA (AM) | In progress |
| m. (9a) Advise support for 20210752, 20210827 & 20211147 (AM) | Completed |
| n. (10a) Freethorpe Facebook link to Parish Council (AM) | In progress |
| o. (12b) Report potholes School Road & Old Chapel Road junction | Completed (187735, 188326) |
| p. Other matters arising | |

6. Clerk's Report

7. Finance

- a. Monthly finance update

For approval

- b. To consider payments set out in appendix A For approval
- c. Revisions to Asset Register for inflation For approval

8. Correspondence

- a. Litter bin at Wickhampton - £200.20 p.a. to empty For awareness
- b. Armed Forces Norfolk Community Foundation funding For information
- c. Police Summer Engagement Tour Village Hall 3pm 28/07 For information
- d. Broadland Town & Parish Forum 10am 20/07 For information

9. Planning

- a. *New applications* None
- b. *Decisions* None
- c. *Enforcements* 2021ENF075

10. Update on Ongoing Matters and Projects

- a. Speed management statistics For information
- b. Freethorpe & Wickhampton Play Area Works – progress update For information
- c. Plantation - concerns with off-road disturbance For information
- d. Tree planting suggestions, including Village Hall For discussion
- e. Play Area Inspections For information
- f. Wickhampton Village Sign – progress update and approval of work on sign post For approval
- g. Wickhampton Entry Sign update For approval

11. Other Matters

12. Councillor Reports and Items for the Next Agenda

- a. Neighbourhood Plan commitment

13. Date of Next Meeting: Monday 20th September 2021, 7.45pm 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:

- a. None

APPENDIX A Payments for Authorisation (Item 7b refers)

Ref	Payee	Description	Amount (£)
1	Andrew Moll	Salary June 2021	158.87
2	Andrew Moll	Administration Expenses - postage	3.96
3	HMRC	PAYE	39.60
4	Norse Eastern Ltd.	Annual Inspections at Freethorpe & Wickhampton Invoices 05IN-1031407	228.00
5	Westcotec Ltd.	Second SAM2 sign Invoice 12575 (Note: also an NCC Acceptance Form & MOA to sign)	4100.40
6	Norfolk County Council	Wickhampton Village Entry signs (Note: also an NCC Acceptance Form to sign)	250.00
7	Countrystyle Recycling Ltd.	Bottle bank emptying Q1 Invoice 242149	10.80

Note that the cheque to 'Community Action Suffolk' for £402.41 approved at meeting of 21st June 2021 was rejected as the payee should have been 'Business Services at CAS Limited'. The original cheque was cancelled and a new one made out for the same value to the correct payee.