

**Minutes of the Meeting of Freethorpe Parish Council, serving Freethorpe & Wickhampton,
held on Monday 21st November 2022 at 7.00pm at Freethorpe Village Hall**

Present: Nick Spencer (NS, Chairman), David Lake (DL, Vice-chairman)
Paul Bacon (PB), Michael Blake (MB), Janet Church (JC),
Grant Nurden (GN, also District Councillor), Andrew Moll (AM, Parish Clerk)
Also present: John Fleetwood (JF, Tree Warden), Andrea Rowlands (AR, Tree
Warden) and 1 member of the public

1. Apologies

Lana Hemsall (LH, County Councillor)

2. Public Forum

a) County Councillor Report

None, due to the absence of LH.

b) District Councillor Report

GN will follow up on any specific examples of small electrical waste not being collected. He advised that Broadland has pledged 0% increase on its portion of Council Tax next year. GN reminded Parish Council of the Warm Homes and Warm Spaces Grants. JC advised that the latter has been discussed by the Village Hall Committee. Broadland News will be delivered in December, with news of a phone app for checking Broadland services such as bin collection. GN was pleased to report that Broadland's recycling, at 50.6%, is the highest in the county. Parish Council discussed the impact of Norfolk County Council's budget proposal to close recycling centres on Wednesdays and shorten opening times. The online consultation closes on 16th December.

c) Tree Wardens' Report

JF advised that the tree planting budget had been received from Broadland and £3,000 of trees have been ordered for planting. JF expressed his gratitude for the donation from Freethorpe Parish Council. AR advised that concerns about a rotten tree in Southwood will be notified to Cantley Parish Council.

d) Public Items

None.

3. Declarations of Interest for items on the agenda

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

4. Minutes of the meeting held on Monday 17th October 2022

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

5. Matters arising from the previous meeting

a) (5e) Broken bench at Wickhampton – has been removed and new bench in place. DL kindly agreed to assess anchoring the bench. **ACTION DL**

b) (5g) Play Area Surfacing – inspector's advice (AM) – carry forward. **ACTION AM**

c) (5h) Review Electronic Vehicle Charging point quotation (AM/JC) – carry forward. **ACTION AM**

d) (10h) Draft letter to people bringing dogs onto play areas (AM) – done.

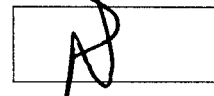
e) (11a) Send letter to Clarion about untidy area. (AM) – PB and AR reported that Clarion have cleared the area.

f) (8d) Raise road surface of Church Road and Low Road with Highways (AM) – done. Highways have ordered a road clean for both and included Low Road on the list for consideration for resurfacing next year.

g) (9a) Log no comment on BA/2022/0331 and 0348 (AM) – done.

h) Other matters arising – none.

Chair's initials



6. Clerk's Report

- a) CiLCA training - AM's training course is in progress.
- b) Act of Remembrance - was well-attended. PB laid the wreath on behalf of the Parish Council and GN also took part in the ceremony.
- c) .gov.uk email accounts - AM has registered an interest with Norfolk Association of Local Councils in Freethorpe.gov.uk email accounts in response to security guidance discussed at previous meeting. GN warned that costs may be prohibitive, and other parish councils limit the accounts to the clerk and the chairman. For further discussion.

7. Finance

a) Monthly Financial Update

AM advised that the forecast for the year is firming up. Income is around £2,000 higher than budget, thanks to two VAT claims falling in the year and extra income from Wickhampton Play Area. Expenditure is around £700 over budget, primarily due to the CiLCA training and insurance cost increase. The forecast contingency reserves are £9,709.59, which is within recommended guidelines. The summary **forecast** financial position for 2022/23 as follows:

Income	£23,311.32
Operational Expenditure	-£17,521.07
Earmarked Reserves Expenditure	-£9,411.81
VAT expenditure to be reclaimed	-£1,000.00
Contingency Reserves	-£9,709.59
Current Bank balance, including deposit account	£17,927.31

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

Ref	Payee	Description	Amount (£)
1	Andrew Moll	Salary for October 2022	169.13
2	Andrew Moll	Administration Expenses - postage	6.12
3	HMRC	PAYE	42.40
4	Norfolk County Council	NPLAW Annual subscription for legal support agreed 17/10/22 Inv 10014918 Date 19-Oct-22 VAT 100.00	600.00
5	Beckhithe Farms Ltd.	Wickhampton Play Area Annual Rental	200.00
6	Norse Eastern Ltd.	Grounds maintenance (2) Inv 05IN-1040784 Date 31-Oct-22 VAT 220.61	1323.66
7	Norfolk Association of Local Councils	CiLCA training course Inv 496 Date 19 Sep 2022 (due 19 Nov 2022) VAT 50.00	300.00

- c) Quarterly Finance Checks – MB confirmed that these are in hand.
- d) Pay Award 2022/23 – Parish Council received and **agreed** a report on the application of the 2022/23 pay award, noting that this will result in a small overspend on staffing budget.

8. Correspondence

- a) Rampant Horse – Asset of Community Value Nomination – it was unanimously agreed to support the nomination. While the pub is closed at the moment, the Parish Council confirmed that it has been used in the recent past for social wellbeing or social interests of the community, and it is realistic to think it will be in the next 5 years. Approval by Broadland District Council is required to secure the ACV listing, which, in the event of the pub going up for sale, gives community groups a 6-month period to raise funds to purchase. AM to advise Broadland of Parish Council's support. MB also queried the status of the recent challenge to Broadland on the current usage. AM to also obtain an update. **ACTION AM**
- b) GNLP Housing trajectory update was noted.

Chair's initials

NS

- c) Register of electors and election preparation May 2023, and the estimated cost of £640 if contested were noted.
- d) Broadland Business Awards – nominations by 12th Dec – was noted.
- e) Minerals & Waste Local Plan – comments by 19th Dec – no comments to submit.
- f) Find out more about policing in Norfolk, 5th Dec, 19:00 – was noted.
- g) Norfolk ALC newsletter – was noted
- h) Broadland Town & Parish Forum 28th November – was noted.
- i) Police Safer Neighbourhood Team update – was noted.
- j) Revised parliamentary boundaries 2023 – comment by 5th Dec – no comments to submit.
- k) Norse are kindly doing an extra cut for free at Freethorpe 21/11/22 following request from football club – Parish Council appreciated the very good service received.
- l) Planting for Norfolk's Future Meeting 29th November – was noted.
- m) Broads Briefing – includes Broads Plan 2022-27 – was noted.
- n) Healthwatch newsletter was noted.

9. Planning

a) New Applications

There were no objections to planning application 20221695 (50 The Green). Broadland District Council's approval of a reduction in affordable homes at the former garage site from 5 to 3 was noted. The need for affordable homes has been a crucial argument made by the Parish Council over developments. However it was appreciated that Broadland have balanced this reduction with conditions.

b) Decisions

The following decision was noted: retrospective approval with conditions at Church Farm Cottages, Wickhampton.

c) Enforcements – the case raised based on resident concerns about at 75 The Green was noted.

d) Historic Buildings List – the latest list of Historic Buildings in the parish was noted, which now includes the War Memorial in the Methodist Cemetery (Grade II). JC queried the use of the name of "Dawdy's Farmhouse" for the Church Farm Cottages, Wickhampton.

10. Update on Ongoing Matters and Projects

a) Speed Management

The machine on the Green near the Manor House, facing Reedham, showed 85th percentile speeds of 31.6mph from 25,764 vehicles. The speeds have reduced by around 1mph. Volumes were down from the summer. Approximately one-fifth of drivers broke the speed limit, which is 30mph. PLEASE DRIVE SAFELY. On the Common, facing Great Yarmouth, 85th percentile speeds of 32.3mph from 24,292 vehicles. Volumes were up and speeds were down by 0.6mph. Just over one-fifth of drivers broke the speed limit. Parish Council was very grateful to Calica Computer Solutions for promptly fixing the problem on the Green when someone unhelpfully twisted the sign round during the night.

b) Play Area Inspections

Inspections continue as required. There were no new concerns to discuss.

c) Freethorpe Village Sign

Awaiting work to clean and re-paint.

d) Allotments

Awaiting AM to follow up with next-door residents at landowner's request.

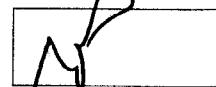
e) Parish Nature Plan

No further progress with drafting.

f) Electronic Vehicle Charging Point

A quotation has been provided to AM and JC which is yet to be reviewed. JF and NS expressed reservations and it was agreed that more time and consideration will be needed before taking this forward.

Chair's initials



g) Wickhampton Pond

Norfolk Wildlife Trust have kindly assessed Wickhampton Pond and advised on steps to restore it. The first step is the removal of an invasive species, crassula helmsii, which has established itself where typha has been removed, is very easily transmitted and will overrun the pond if left. Work to be assessed and volunteers sought.

11. Other Matters

a) None.

12. Reports from Parish Councillors and items for next agenda

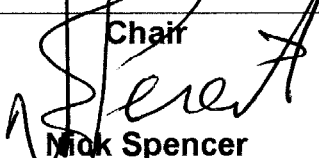
None.

13. Date of Next Meeting

Monday 16th January 2023 at 7:00pm at Freethorpe Village Hall, with 19th December in reserve only if business demands.

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 8:00 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  Mick Spencer	Date 16/1/23
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