

**Minutes of the Meeting of Freethorpe Parish Council, serving Freethorpe & Wickhampton,
held on Monday 15th May 2023 at 7.07pm 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)

Also present: John Fleetwood (JF, Tree Warden), Lana Hemsall (LH, County Councillor), Andrea Rowlands (AR, Tree Warden) and 1 member of the public

1. Apologies

None.

2. Annual Parish Council Meeting Items

- a) Acceptance of Office – forms were signed by members and witnessed by AM.
- b) Election of Chairman - NS was proposed by GN, seconded by DL, unanimously elected.
- c) Election of Vice-Chairman - DL was proposed by NS, seconded by PB, unanimously elected.
- d) Adoption of General Powers of Competence - it was unanimously **agreed** to adopt General Powers of Competence, the legal conditions having been met.
- e) Co-option of Michael Blake – was unanimously **agreed** and acceptance of office signed.
- f) Review and approval of standing orders, policies and procedures – the full set of policies was **approved**. AM reported that the updated website accessibility statement is outstanding due to issues found in testing, now with the supplier.
- g) Reminder to members to submit Register of Interests - was noted.
- h) Appointment of representatives - DL agreed to continue as Village Hall Committee rep. and GN as Armed Forces Champion. No Norfolk ALC rep. was found.

3. Public Forum

- a) County Councillor Report – LH presented considerations and aspirations for Postwick Park and Ride, which were debated with great interest. She also explained the funding and rationale behind the County Council's proposal to operate electric vehicle charging points at the Village Hall. This is primarily to provide an amenity rather than make a profit. There will be no charge to the Village Hall or Parish Council. Item 10f refers.
- b) District Councillor Report - GN was pleased to have held his seat in the Marshes Ward, and thanked people for their support. He is looking forward to serving in a new political situation with no one party in overall control at Broadland District Council. The Council's AGM will be held in the new Horizon building on 25th May.
- c) Tree Wardens' Report - Tree wardens reported that 42 tree wardens now serve across Broadland. 1,831 trees were planted last year. A new Junior Tree Wardens group is being started at Rackheath School, having been unable to restart the group at Freethorpe.
- d) Public Items – none.

4. Declarations of Interest for items on the agenda

NS declared an interest in item 9c. As a substitute member of Broadland's Planning Committee, GN is unable to discuss agenda item 9. There were no other declarations.

5. Minutes of the meeting held on Monday 17th April 2023

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

6. Matters arising from the previous meeting

- a) (5b) Follow up SAM machine test / post move (AM) – carry forward. **ACTION AM**
- b) (10c) Confirm Janet Church memorial – carried forward. **ACTION AM**
- c) (7a) Offer S106 sports facilities grant of £15,642 to Village Hall (DL) – done.

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- d) (9a) Respond to 2023/0792 and 2023/0816 (AM) – done.
- e) (10f) Village Hall agreement to EV charging points (DL) – done. AM and LH confirmed that Village Hall would not be liable for any costs. The way in which the cost of electricity would be refunded to the Village Hall to be confirmed. **ACTION AM**
- f) Other matters arising – none.

7. Finance

a) Monthly Financial Update

AM advised the financial position as follows:

Income	£8,511.16	Bank balance	£21,407.74
Expenditure	£572.73		

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

Ref	Payee	Description	Amount (£)
1	Andrew Moll	Salary April	183.60
2	Andrew Moll	Administration Expenses : postage	2.60
3	HMRC	PAYE	46.00
4	Norse Eastern Ltd.	Annual grounds maintenance 2023 INV 1044947 VAT 248.29	1489.76
SO	Calica Computer Solutions	Speed management machine - mandates 3 & 4	24.00

c) Receipts were noted as follows:

Ref	Payer	Description	Amount (£)
1	Broadland District Council	Precept (first half)	8437.00
2	Broadland District Council	Textile recycling	74.16

8. Correspondence

- a) For decision – (1) Community Champions Tribute – it was **agreed** to nominate the Tree Wardens **ACTION AM**
- (2) Acle Academy Award Sponsorship – it was **agreed** not to sponsor an award. (3) Cluster meeting at Reedham 22nd June – GN and MB volunteered to attend.
- b) For information – Parish Council noted (1) Street name board repairs at Granary Close and Sutton Crescent, with excellent service from Broadland's team. Observer Close board also ordered. (2) Callow Pit crossroads sign reported (3) Lingwood Duathlon 24th Sept 2023 (4) NALC training courses (5) Greater Norwich Green Spaces consultation.

9. Planning

- a) New Applications – none.
- b) Decisions – none.
- c) Enforcements – two open cases were noted with no further discussion.

10. Update on Ongoing Matters and Projects

- a) Speed Management - on School Road, 85th percentile speeds were down from 27.6mph to 27.1mph on slightly lower volumes of 3,575 vehicles. On the Common at the Southwood entry, 85th percentile speeds were slightly up from 33.0 to 33.1mph on increased volumes of 20,076 vehicles. It was noted that Police have been carrying out further speed checks.
- b) Play Area Inspections – no new concerns have emerged from play area inspections. National Lottery funding of £7,000 has been applied for to replace the surfacing around the swings at Freethorpe with recycled rubber mulch. It was noted that the swings may have to be closed if the surface deteriorates further.
- c) Freethorpe Village Sign – work to clean and repaint is scheduled for May.
- d) Allotments – no further progress.

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- e) Parish Nature Plan – was approved subject to applying JF's review comments. The plan is based on an encouraging response from 23 residents, who provided data and some great ideas. The Nature Plan will now be published and reviewed as part of the Council's policies.
- f) Electronic Vehicle Charging Point – DL had kindly raised with Village Hall Committee. Questions were asked about costs. AM and LH confirmed that there were no costs to the Village Hall or Parish Council as Norfolk County Council will manage the service. The way in which the electricity used will be refunded to the Village Hall to be clarified. **ACTION AM**
- g) Wickhampton Pond – PB kindly provided some relevant past papers, including assumption of ownership in minutes of 15/06/2009; contact to be made with the Vicar regarding the pond in minutes of 12/09/2009; and agreement to register the pond in minutes of 15/11/2010 – 09/05/2011. Further evidence of assumed ownership to be sent to AM. **ACTION ALL**
- h) Rampant Horse – PC advised that the Community Interest Company has not been set up yet. It would be helpful to know when the pub is expected to go up for sale and the asking price. Questions to be raised with Broadland District Council. **ACTION AM**

11. Other Matters

- a) Highways issue log was noted. Low Road surface is greatly improved, although residual potholes have had to be logged. It was agreed that Church Road (Wickhampton) and School Road should be prioritised for re-surfacing. PB asked for the progress to be chased on the long-awaited finger post sign for the chapel. **ACTION AM**

12. Reports from Parish Councillors and items for next agenda


None.

13. Date of Next Meeting

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

- 14. **Exclusion of the Press and Public under the Public Bodies (Admission to Meetings) Act 1960 to consider the following item of business:** AM leave for two weeks in May and June was approved. It was agreed that no email forwarding was necessary. Further co-option was discussed. AR to consider whether she would be able to serve as a member.

The meeting closed at 8:30 pm.

Signed after approval by the Parish Council as being a true and accurate record by the Chair of the meeting or authorised deputy	<div>Chair</div>  <div>Nick Spencer</div>	<div>Date</div> <div>19/6/23</div>
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