

**Minutes of the Meeting of Freethorpe Parish Council, serving Freethorpe & Wickhampton,
held on Monday 20th February 2023 at 7.00pm at Freethorpe Village Hall**

Present: Nick Spencer (NS, Chairman), David Lake (DL, Vice-chairman), Michael Blake (MB),
Andrew Moll (AM, Parish Clerk), Grant Nurden (GN, also District Councillor)

Also present: John Fleetwood (JF, Tree Warden), Andrea Rowlands (AR, Tree Warden)
and 2 members of the public

1. Apologies

Paul Bacon (PB), Lana Hemsall (LH, County Councillor)

2. Public Forum

- a) In Memoriam Parish Councillor Janet Church - The Chairman opened the meeting with a tribute to dear friend and Parish Councillor, the late Mrs. Janet Church. The meeting expressed the great loss to the village and parish. Thoughts and prayers were offered for her and her family as a minute's silence was observed.
- b) County Councillor Report - no items had been raised for LH's attention.
- c) District Councillor Report - GN advised of Broadland Council meetings to respond to the County Deal (2nd March) and confirm its budget (23rd Feb). He updated the meeting on the Parish Council cluster group at Brundall and the possibility of an Acle cluster. Proposals for a Gypsy/traveller site near the A47 at the White House Corner are being discussed in public meetings at Beighton on 22nd Feb and Lingwood on 7th March.
- d) Tree Wardens' Report - JF reported the season's tree planting by the Broadland network, with a record 1,385 trees planted. The AGM approved continuation of the existing committee. JF paid personal tribute to Janet Church's support to him and his work.
- e) 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. GN also declared an interest as neighbouring owner for item 9a (202301329). NS is unable to take part in discussion of planning enforcement item 9c. There were no other declarations.

4. Minutes of the meeting held on Monday 16th January 2023

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

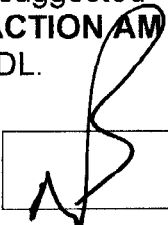
5. Matters arising from the previous meeting

- a) (6a) Register Civility and Respect Pledge (AM) - done, Freethorpe is on the map.
- b) (8g) Advise no street lighting at 75 The Green (AM) - done.
- c) (8h) Rough Sleepers Return (AM) - done, with zero return.
- d) (8j) Risk Register update - danger from private building (AM) - done.
- e) (10a) Share Speed Statistics with Police (AM) - done.
- f) (12a) Log drainage issue at Southwood entrance (AM) - done. Highways have confirmed PB's analysis of the problem and have booked clearance work.
- g) Other matters arising - none.

6. Clerk's Report

- a) Election Information 4th May 2023 - was shared with Parish Councillors.
- b) New policies for review - Dignity At Work, Disciplinary, Grievance and Risk Management policies were unanimously **agreed** by the meeting.
- c) CiLCA training - is on target with 4/5 units completed and 4/5 submitted. GN suggested that the process and timing of General Powers of Competence be checked. **ACTION AM**
- d) Business Continuity - AM has shared business continuity plans with NS and DL.

Chair's initials



7. Finance

a) Monthly Financial Update

AM advised the forecast financial position for 2022/23 as follows:

Income	£23,309.47
Operational Expenditure	-£17,151.32
Earmarked Reserves Expenditure	-£9,411.81
VAT expenditure to be reclaimed	-£1,000.00
Contingency Reserves	-£10,077.49
Current Bank balance, including deposit account	£14,579.45

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

Ref	Payee	Description	Amount (£)
1	Andrew Moll	Salary January	183.60
2	Andrew Moll	Administration Expenses - postage	2.31
3	HMRC	PAYE	46.00
4	Calica Computer Solutions	Refund for purchase of padlocks for SAM signs	5.80
SO	Calica Computer Solutions	Speed management machine - mandates 3 & 4	24.00

c) Appointment of Sonya Blythe as Internal Auditor – was unanimously **agreed**.

8. Correspondence

- a) For decision - the proposal to replace the noticeboard at Wickhampton with a Weathershield board at the cheapest of three prices (£236.95 + installation) was **agreed**, to be funded from Reserves. DL suggested that the permission of the owner of the wall should be confirmed before purchase and this was also **agreed**. **ACTION AM**
- b) For discussion – Gypsy & Traveller Site Consultation (item 2c refers), GNLP consultation by 13th March and County Deal for Norfolk survey by 20th March were noted. A request for donation from Age UK, along with information about its services in the area, including 2 cases in the parish, was agreed for consideration in October.
- c) For information – the following were noted: Norfolk Community Foundation Grants, Rural Cost of Living Survey – invitation to complete, Norfolk ALC update, Rural Services Network update, Broadland Futures Initiative.

9. Planning

- a) New Applications – other than GN's abstention (item 3 refers), Parish Council unanimously **agreed** an objection to planning application 20230129 relating to land to the rear of 45/47 The Green due to two concerns: firstly, the impacts regarding access, reduced parking / turning space for nearby properties and the knock-on effect on the highway of increased on-road parking; secondly, the design is out of keeping with the character of this part of the village. Parish Council also **agreed** to back up Tree Warden concerns about insufficient protection of trees in plans for 20220619 75 The Green. **ACTION AM**
- b) Decisions - none.
- c) Enforcements – one open case was noted.

10. Update on Ongoing Matters and Projects

- a) Speed Management - in January, at Chapelfield, facing the Village Hall 85th percentile speeds were down from 33.2mph to 32.5mph on similar volumes of 20,008 vehicles. There was one alarming speed of 75mph at 3:25 on 16/01/23, and almost 5,000 drivers exceeded the speed limit there in January. At the shop facing Acle 85th percentile speeds were down from 30.3mph to 29.9mph on reduced volumes of 26,817 vehicles.
- b) Play Area Inspections – continue to schedule with no new concerns.

- c) Freethorpe Village Sign – awaiting work to clean and repaint.
- d) Allotments – no further progress.
- e) Parish Nature Plan – no further progress.
- f) Electronic Vehicle Charging Point – Parish Council discussed an updated decision paper on the proposal from Norfolk County Council. A mini-survey to try to understand the appetite for the charging point was unanimously agreed. **ACTION AM**
- g) Wickhampton Pond – npLaw have assigned the work.

11. Other Matters

- a) None.

12. Reports from Parish Councillors and items for next agenda


The fading of the 30mph signs on School Road was discussed, and DL raised two potholes on School Road. All three items to be logged. **ACTION AM**

13. Date of Next Meeting

Monday 20th March 2023 at 7:00pm 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 8:05 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 data-bbox="853 806 1165 1075">  </div> <div data-bbox="938 931 1027 965">Chair</div> <div data-bbox="879 1041 1088 1077">Nick Spencer</div>	<div data-bbox="1273 931 1353 965">Date</div> <div data-bbox="1190 974 1468 1064">20th Mar 23</div>
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