



Chairman  
Nick Spencer  
Parish Clerk  
Andrew Moll

# FREETHORPE PARISH COUNCIL

serving Freethorpe and Wickhampton

Tel: 07979096892  
freethorpe.pc@gmail.com



41-43 The Green  
Freethorpe  
NORWICH  
NR13 3NY

## To Parish Councillors,

You are hereby summoned to attend a meeting of Freethorpe Parish Council on **Monday 16<sup>th</sup> October 2023 at 7:00pm** at Freethorpe Village Hall for the purpose of transacting the following business:

*A Moll* Parish Clerk 10<sup>th</sup> October 2023

### 1. To consider apologies for absence

None

### 2. Public Forum

- County Councillor Report (LH)
- District Councillor Report (GN)
- Tree Warden Report (JF/AR)
- Public Items

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

### 4. To approve the minutes of the meeting held on Monday 18<sup>th</sup> September 2023 [Minutes](#)

### 5. Matters arising from the previous meeting

- |  |                         |
|--|-------------------------|
| a. (5d) Advice on fencing around Wickhampton pond (AM)         | C/F                     |
| b. (7f) Ask for copy of Village Hall accounts (GN)             | Requested, not received |
| c. (8b) Comment on Postwick Park & Ride dismountage (AM)       | Done, email sent        |
| d. (10a) Write to LH & NCC thanking for £20m school funds (AM) | Done, email sent        |
| e. (10e) Check for subsequent Pride of Place applications      |                         |
| f. (11a) Report broken sign – Chapel Field (AM)                | Done                    |
| g. (11d) Update website list of council members                | Done                    |
| h. (13) Book Hall for 2024 meetings (AM)                       | Done, booked            |

### 6. Clerk's Report

All covered under agenda item 5

### 7. Finance

- |   |                        |            |
|---|------------------------|------------|
| a. To review and approve monthly finance update             | <b>For approval</b>    | Report     |
| b. To consider and approve budget for 2024/25 in appendix A | <b>For approval</b>    | Appendix A |
| c. To note receipt of grant in appendix B                   | <b>For information</b> | Appendix B |
| d. Grants & donations – bowls club                          | <b>For decision</b>    | Report     |

### 8. Correspondence

|                                   |       |
|-----------------------------------|-------|
| For decision                      |       |
| i. None                           |       |
| For information                   |       |
| i. Coastal adaptation plan        | Email |
| ii. Postwick Park & Ride comments | Email |
| Further enquiry about allotments  |       |

### 9. Planning

- |                     |  |                     |       |
|---------------------|--|---------------------|-------|
| a. New applications | 2023/0421 12 The Green, Freethorpe (amended) | <b>For decision</b> | Email |
| b. Decisions        | None   |                     |       |
| c. Enforcements     | Two open cases, unchanged                    | For information     | Email |

## 10. Update on Ongoing Matters and Projects

- a. Speed management statistics – Sept statistics not yet in
- b. Play Area Inspections
- c. Electronic Vehicle Charging Point
- d. Wickhampton Pond
- e. Rampant Horse update (PC)

For information

**For decision**

All reports

For information

For information

**For discussion**

Email

## 11. Other Matters

- a. None

## 12. Councillor Reports and Items for the Next Agenda

**13. Date of Next Meeting:** Monday 20<sup>th</sup> November 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

## APPENDIX A Payments for Authorisation (Item 7b refers)

| Ref | Payee                               | Description   | Amount (£) |
|-----|-------------------------------------|---|------------|
| 1   | Andrew Moll                         | Salary September  | 183.60     |
| 2   | Andrew Moll                         | Administration: Post  | 3.35       |
| 3   | HMRC                                | PAYE  | 46.00      |
| 4   | Westcotec Limited                   | Repair to SAM machine – INV 15165 Date 19/09/2023 VAT 77.10 VAT Reg: 775395874                | 462.60     |
| 5   | Calica Computer Solutions           | Expenses, time and petrol, taking in the SAM machine for repair – INV 1887 Date 28/09/23 VAT0 | 88.00      |
| 6   | Freethorpe Village Hall             | Annual donation as agreed 18/09/2023  | 3600.00    |
| 7   | Freethorpe Parochial Church Council | Annual cemetery donation as agreed 18/09/2023   | 685.00     |
| 8   | Wickhampton PCC                     | Annual cemetery donation as agreed 18/09/2023   | 685.00     |
| 9   | Freethorpe Methodist Church         | Annual cemetery donation as agreed 18/09/2023   | 685.00     |
| 10  | Freethorpe First Responders         | Annual donation as agreed 18/09/2023  | 190.00     |
| 11  | Broadland Tree Warden Network       | Annual donation as agreed 18/09/2023  | 100.00     |
| 12  | Royal British Legion Poppy Appeal   | Annual donation as agreed 18/09/2023  | 60.00      |
| 13  | Norfolk Citizens Advice Bureau      | Annual donation as agreed 18/09/2023  | 150.00     |
| SO  | Calica Computer Solutions           | Speed management machine - mandates 3 & 4 (Oct)   | 24.00      |

## APPENDIX B Revenue Information

| Ref | Payer                      | Description        | Amount (£) |
|-----|----------------------------|--------------------|------------|
| 1   | Broadland District Council | Precept (part two) | 8437.00    |
| 2   | HMRC                       | VAT Claim          | 1128.54    |