

**Minutes of the Meeting of Freethorpe Parish Council, serving Freethorpe & Wickhampton,  
held on Monday 19<sup>th</sup> June 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 Hempsall (LH, County Councillor), Andrea Rowlands (AR, Tree Warden) and 1 member of the public

The meeting began outside the hall around the refurbished Freethorpe Village Sign. Suzanne Burman, who has carried out the refurbishment, attended and was thanked by the Parish Council for the excellent workmanship. Thanks were also expressed to Hannah Barber and Adrian Barber for the planters and flowers around the sign, and to David Pentney for clearing the paving stones. Photographs were taken and a report will be published on the Parish Council website.

**1. Apologies**

None.

**2. Public Forum**

- a) County Councillor Report – LH has launched the County Council's Environment Strategy and will open the Norfolk Net Zero Conference tomorrow. The proposal for a traveller site at White House Corner has been rejected. Other more appropriate sites are being found. LH had presented £22,000 to Big C from Re-use shop income. DL advised that compost bins and compost can be bought from Recycling Centres. LH suggested sharing details of composting courses. **ACTION AM**
- b) District Councillor Report - GN explained the new administration for Broadland. He updated the council on possible grant funding, including his own Member Grant for the Marshes ward. As parish Armed Forces Champion, he has been invited to a Q&A session at the Royal Norfolk Show alongside the Deputy Commander of the Royal Navy Lightning Force. Background info to be sent to GN. **ACTION AM**
- c) Tree Wardens' Report - AR reported new work starting alongside parents to replenish the nature areas at Freethorpe Community Primary School. JF and AR will be recognised at the Royal Norfolk Show as "Community Champions". JF produced a report for Parish Council on the risks and impacts of careless use of glyphosate (Roundup) weedkiller. Anyone using glyphosate should be extremely careful about health precautions and consider implications for trees and wildlife. It is against the law for someone without a current certificate to use it anywhere other than on their own land.
- d) Public Items – none.

**3. Declarations of Interest for items on the agenda**

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

**4. Minutes of the meeting held on Monday 15<sup>th</sup> May 2023**

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

**5. Matters arising from the previous meeting**

- a) (5a) Follow up SAM machine test / post move (AM) – carry forward. **ACTION AM**
- b) (5b) AM has spoken to Richard Church and both tree and Parish Council funded bench memorials would be acceptable – agreed that Village Hall could decide. **ACTION AM**
- c) (8a) Nominate Tree Wardens as community champions (AM) – done.

Chair's initials



- d) (10f) Clarify refund to Village Hall for electric vehicles (AM) – item 10f refers.
- e) (10g) Wickhampton Pond history (ALL) – done.
- f) (10h) Rampant Horse queries to District Council (AM) – done.
- g) (11a) Request resurfacing of Church Rd/School Rd / progress chapel sign (AM) – done.
- h) (14) Co-option of Andrea Rowlands with Acceptance of Office – it was unanimously **agreed** to co-opt AR, who was welcomed as a member and the Acceptance of Office duly signed.
- i) Other matters arising – none.

## 6. Clerk's Report

All covered under agenda items.

## 7. Finance

### a) Monthly Financial Update

AM advised the financial position as follows:

Income	£8,511.16	Bank balance	£19,661.78
Expenditure	£2,318.69		

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

Ref	Payee	Description	Amount (£)
1	Andrew Moll	Salary May	182.80
2	Andrew Moll	Administration Expenses : postage	5.50
3	HMRC	PAYE	45.80
4	Business Services at CAS Ltd.	Insurance renewal	635.73
5	Playdale Playgrounds Ltd.	Wickhampton Basketball Backboard Inv 0000051020 Date 15/06/2023 VAT 117.00	702.00
6	Countrystyle Recycling Ltd.	Bottle bank emptying 09/05/2023 Inv INV382409 Date 31/05/2023 VAT 3.00	18.00
7	Suzanne Burman	Village Sign Refurbishment Inv 19/06/2023 VAT 0.00	372.00
SO	Calica Computer Solutions	Speed management machine - mandates 3 & 4	24.00
DD	Information Commissioner	Data Protection Annual Registration Fee	40.00

GN expected a lower Information Commissioner charge as paid by Direct Debit. **ACTION AM**

### c) Receipts – none.

d) Insurance Renewal – AM explained that the insurance premium had increased due to a clarification that councillors should have been insured as volunteers. This is year 2 of a 3-year fixed rate deal. The renewal was **agreed**.

e) CIL Statement – It was **agreed** that four costs from last year be submitted as use of CIL reserves, leaving a balance of £815 to be committed this year.

## 8. Correspondence

- a) For decision – (1) Cluster meeting at Reedham 22<sup>nd</sup> June – attendees were confirmed. (2) Wickhampton Pond – resident concerns were noted. It was agreed that the current course of action is the best way to resolve them. Item 10g refers.
- b) For information – Parish Council noted (1) NALC update. (2) Greater Norwich Green Spaces consultation. (3) Report on use of weedkiller (item 2c refers) (4) Town & Parish Council forum information, including funding. (5) Adrian Barber's unavailability for tidying the pump – it was agreed to wait before looking for a replacement.

## 9. Planning

- a) New Applications – an update on 20230129 was noted. There were no objections to application BA/2023/0231/TPOA.
- b) Decisions – the approval of 2023/0816, the variation to 75 The Green, was noted.

Chair's initials





- c) Enforcements – two open cases were noted with no further discussion. LH advised that Broadland's latest planning enforcement policy should be circulated. **ACTION AM**

## 10. Update on Ongoing Matters and Projects

- a) Speed Management - on the Green near the shop, 85th percentile speeds were up from 28.7mph to 28.9mph on slightly higher volumes of 24,484 vehicles. 1,333 people were clocked breaking the speed limit. At the Chapelfield sub-station, 85th percentile speeds were back up again from 32.4 to 33.1 on increased volumes of 20,965 vehicles. One alarming speed of 75mph was registered at 13:15 on 3rd May. It would be very difficult to stop to avoid a child or pedestrian at that kind of speed in this residential area.
- b) Play Area Inspections – no new concerns have emerged from play area inspections. Wickhampton Play Area Committee's appreciation of the new basketball backboard was noted. Due to petty vandalism at Freethorpe new post caps are needed. It was agreed that AM should purchase wooden caps on expenses at a cost of up to £30. **ACTION AM**
- c) Freethorpe Village Sign – refurbishment complete.
- d) Allotments – no further progress.
- e) Parish Nature Plan – has been published on the website and is held with policies.
- f) Electronic Vehicle Charging Point (EVCP) – DL reported that the Village Hall Committee is happy with the proposal for EVCP including the refund of electricity costs. Parish Council could consider underwriting losses on electricity charges. Details of the insurance implications and the frequency of refund payments need to be clarified. In the meantime, it was **agreed** to join the NCC scheme to provide the ECVPs. **ACTION AM**
- g) Wickhampton Pond – a report was approved containing the Parish Council's understanding of the status of the pond, including references from the minutes. It was unanimously **agreed** (1) that the report reflected the Parish Council's understanding that the pond is a community asset and (2) that the application to register the title should proceed. **ACTION AM**
- h) Rampant Horse – PC advised that the pub is up for sale and the asking price provided to the Rampant Horse Preservation Society (RHPS). A building survey and valuation is needed. Broadland have been approached and feasibility funding is available. It was agreed that the Parish Council will submit a funding application form completed by RHPS if required. It was also agreed in principle that Parish Council could sign a Memorandum of Understanding to be drawn up by RHPS, subject to not putting itself at legal or financial risk, as noted by NS. LH felt that the controls around the use of a pub for residential purposes should be checked.

## 11. Other Matters

- a) PB reported that further drainage work at the Southwood entrance to the Common appears to have left a pipe and ditch still blocked. **ACTION AM**
- b) PB noted Clarion's changes to the land layout behind the houses on the Common.

## 12. Reports from Parish Councillors and items for next agenda

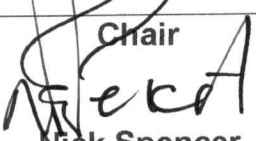
None.

## 13. Date of Next Meeting

Monday 17<sup>th</sup> July 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: None

The meeting closed at 8:45 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  Nick Spencer	Date 17/7/2023
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Chair's initials

