

FREETHORPE PARISH COUNCIL

41-43 The Green, Freethorpe, NORWICH NR13 3NY

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Chairman: Nick Spencer

Parish Clerk: Andrew Moll

To Members of the Public,

You are hereby invited to attend a meeting of Freethorpe Parish Council on **Monday 26th September 2022 at 7:00pm** at Freethorpe Village Hall for the purpose of transacting the following business:

A Moll Parish Clerk 20th September 2022

1. To consider apologies for absence

None

2. Public Forum

- a. In honour of Her Late Majesty Queen Elizabeth II, we express, on behalf of the parish, our deep sadness at her passing and our sincere thankfulness for her long life of leadership and faithful service.
- b. County Councillor Report
- c. District Councillor Report
- d. Tree Warden Report
- e. 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 18th July 2022 Minutes

5. Matters arising from the previous meeting

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| a. (5c) Development conditions to be proposed for Town & Parish Forum (AM) (Note: meeting postponed) | Done, 15/09/22 |
| b. (10a) Confirm approval of new speed measures, and raise DL's question about reinforcing the speed limit at entry to the village as well. (AM) | Done |
| c. (10c) Order new bench for Wickhampton play area. (AM) | Done |
| d. (10d) Contact landowner re. allotments. (AM) | Done |
| e. (10g) Accept quotations for extra maintenance and one-off strimming (AM) | Done |
| f. (10j) Meet Electronic Vehicle Charging point supplier. (AM/JC) | Done, item 10 |
| g. (11a) Question durability of pothole fillings. (AM) | Done |
| h. Other matters arising | |

6. Clerk's Report

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| a. Review of File Retention Policy – addition of new section on the filing locations. Note that all minutes from 1952 are now online. Proposal to retain minute books until after CiLCA training then lodging with Norfolk Records Office. | For approval |
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7. Finance

- | | |
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| a. Monthly finance update | For approval |
| b. To consider payments set out in appendix A | For approval |
| c. Completion of audit 2021-22 | For information |
| d. CiLCA training – cost and time proposal and learning agreement for signature | For approval |
| e. Confirmation of donations for 2022-23 | For decision |

8. Correspondence

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| a. Resident concerns raised about 'cost of living' crisis – what can the parish and village do to help people? | For discussion |
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9. Planning

- a. New applications None
20220838 Resident concerns with Highways response – email sent to Broadland **For discussion**
20220923 & 20220619 75 The Green removal of affordable homes and re-consultation – emails sent to Broadland
- b. Decisions 20221162 7 Walpole Way extension – approval For information
20221184 The Chestnuts, sycamores – approval
20220815 Wickhampton Barn cart lodge – approval
20081694 Manor Farm Barns - approval
- c. Enforcements One open case For information

10. Update on Ongoing Matters and Projects

- a. Speed management statistics **For information**
- b. Play Area Inspections – no new concerns. Proposal to take no action about graffiti on two items. **For decision**
- c. Freethorpe Village Sign – awaiting clean-up work. For information
- d. Allotments – site on Mill Road proposed to landowner, awaiting confirmation to proceed For information
- e. Parish Nature Plan – data from 21 surveys has been analysed, and discussion paper being drafted for October meeting For information
- f. Tree Surgery at Freethorpe Playing Field **For approval**
- g. Electronic Vehicle Charging Point Feasibility – quotation provided, further clarification to be sought For information
- h. Dog fouling – is there an issue requiring Broadland to formally monitor specific areas? **For decision**

11. Other Matters

- a. None

12. Councillor Reports and Items for the Next Agenda

13. Date of Next Meeting: Monday 17th October 2022, 7.00pm at Freethorpe Village Hall

- a. Meeting Dates 2023 For decision

14. Exclusion of the Press and Public under the Public Bodies (Admission to Meetings) Act 1960 to consider the following item of business:

APPENDIX A Payments for Authorisation (Item 7b refers)

Ref	Payee	Description	Amount (£)
1	Andrew Moll	Salary for July & August 2022	338.46
2	Andrew Moll	Administration Expenses – postage + no-dog and no-mow signs	27.58
3	HMRC	PAYE	84.60
		<i>The following three cheques are for back-dated approval, as there was no meeting in August, the September meeting was postponed, and they needed to be paid to meet invoice terms.</i>	
4	PKF Littlejohn LLP	Invoice SB20220172 VAT 40.00 Date 27/07/2022 External audit	240.00
5	Norse Eastern Ltd	Invoice 1039212 VAT 26.35 Date 31/07/2022	158.12
6	Arborcare (U.K.) Ltd.	Invoice 10162 Date 10/09/2022 (7 day terms)	6150.00