

Parish Clerk: Stephen Williamson 01493 789422 E-Mail: stephenwilliamson977@btinternet.com	FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
MINUTES OF THE MEETING		
HELD ON MONDAY APRIL 16 th 2012		
PRESENT AT THE MEETING		
Councillors: D. Lake (Vice-Chair), P. Bacon, B. Carr, J. Church, G. Noakes, L. Turner. Clerk: S. Williamson. Tree Surgeon: J. Fleetwood. 6 members of the public		

The meeting commenced at 7.47 p.m. Mr. Lake in the Chair

PUBLIC SECTION
<p>There was some discussion regarding the Wickhampton project, with the grant from Wren being in the name of the Parish Council and arrangements for the purchase of equipment also in the name of the Parish Council which would be a saving on VAT. The Clerk gave his opinion that providing the equipment was owned and subsequently maintained by the Parish Council there should be no contravention of VAT rules. On the matter of the 730 bus service it was made clear that Mr. Iles was dealing with comments and complaints about change to service and also checking on availability and time scale of the Acle flexi-bus.</p> <p>Mr. John Fleetwood informed that he had viewed the trees at the Wickhampton play area and could see no problems, whilst agreeing a hedge would probably be a better choice from appearance and offered to speak to Broads Authority. Mr. Fleetwood stated that if the Jubilee oak could be planted on The Green by the Manor House it would be a good spot, but noted the tree would officially belong to Mr. Mitton. Clerk to write to ascertain if there were any objections, also to contact the school in relation to a pupil to assist with the planting. Mr. Fleetwood stated the tree would be part of a register compiled for the St. George's Trust. Lastly Mr. Fleetwood commented on the silver birch outside the village hall which needed a branch removing.</p>

The meeting proper commenced at 8.15 p.m.

1:	APOLOGIES FOR ABSENCE
Mr. Nick Spencer on holiday (apology accepted unanimously). Apology also received from Mr. Brian Iles.	
2:	DECLARATIONS
There were none	
3:	MINUTES OF LAST MEETING
The Minutes of the meeting held on 19 th March had been prior circulated. No amendments were found to be necessary and the Minutes were accepted unanimously as being a true and accurate record and duly signed.	
4:	MATTERS ARISING
The Clerk informed that an e-mail had been received from NCC Highways seeking assurance that the placement of grit bins at Cricketers Walk and Sutton Crescent would not cause a problem with any immediate local residents. Council felt there was absolutely no problem with either site.	
5:	PLANNING
There were no new applications, and the Clerk informed there were no updates on previous applications.	
6:	JUBILEE COMMEMORATION

Council heard that the Parish would be represented at the forthcoming event networking evening organised by Broadland District Council on 24th April. A poster was shown to attendees, and a grant of £500 was

available. In addition there would be a door to door leaflet showing all that was happening. The beacon lighting time was not yet available. A raffle would be held with the main prize being to light the beacon. In short everything was proceeding and was on schedule.

7:	OTHER VILLAGE MATTERS
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The Clerk informed about the availability of an almshouse in Freethorpe, and it was understood the necessary poster was already on display. On Section 106 there was no further news about the village hall car park, but it was hoped that proposal could be submitted to Broadland quite soon. *(see also Item 11)*

8:	FINANCIAL & PAYMENTS
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The Clerk stated that there was now a single cheque left available, and informed that the response of Santander to the authorised letter had been to provide a new form for cheque signatories to sign and old ones to be removed, this form was currently, the Clerk understood, with Mr. Spencer. Apart from the obvious inconvenience of not being able to settle outstanding bills (including annual subscription to NALC), the Clerk pointed out that there was no way the accounts and audit could be commenced without missing bank statements, he was also concerned that the first part of the Precept was due shortly and this would simply 'disappear', he also had no knowledge as to whether VAT claim and recycling credits had been credited. Council agreed that the form should be signed and sent to Santander as soon as possible, but that alternative banking arrangements could also be examined, Clerk also asked to contact Broadland asking them to withhold payment of Precept until everything was again in order and to write to Mazars seeking time extension on audit. The Clerk's salary/expenses cheque for April was signed but held pending second signature.

Payment: £140.00 to the Clerk being salary for April (£120.00) and agreed allowance £20.00) All In Favour

9:	CLERK INFORMATION
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The only item from the Clerk was invitation to take membership of NRCC at £25 per annum. The Clerk informed that Reedham were members and that the NRCC were a very helpful organisation for such items as Community Led Plans. No decision made.

10:	ANNUAL MEETINGS 2012
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In response to the Clerk's request it was agreed that Walpole Arms, Freethorpe First responders, Village Hall (already in hand), and the school should be invited to submit a report at the forthcoming Annual Meeting, also to remind Mr. Spencer that a Chairman's report was customary.

11:	COUNCILLORS COMMENTS/FUTURE AGENDA
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On the matter of village hall car park re-surfacing there was now an estimate of £8,500 for the work, and that there would be a £3,000 shortfall, it was mooted that the Social Club cash reserve may be available.

The meeting closed at 8.55 p.m.

Parish Clerk: Stephen Williamson 01493 789422 E-Mail: stephenwilliamson977@btinternet.com	FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
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NOTICE OF THE ANNUAL PARISH MEETING FREETHORPE VILLAGE HALL - MONDAY 21st MAY 2012 - 7.45pm

1	APOLOGIES	Apologies for absence from the meeting will be taken and recorded
2	MINUTES	The Minutes of the 2011 Annual Meeting will be presented for approval, amended as necessary and duly signed.
3	CHAIR REPORT	Mr. Nick Spencer will report on behalf of the Parish Council
4	CLERK REPORT	Mr. Stephen Williamson will report
5	COUNCIL REPORTS	Time will be made available for any reports from Norfolk County Council and Broadland District Council
6	NORFOLK POLICE	Time will be made available for any report from Norfolk Constabulary
7	TREE WARDEN	Time will be made available for a report by Mr. John Feetwood
8	COMMUNITY REPORTS	Any group, club, individual or organisation within Freethorpe are welcome to report as appropriate.
9	PARISHIONERS QUESTIONS	An open forum with time allotted as appropriate. This item can also be utilised for additional items advised by Parishioners

Signed:	<i>Stephen Williamson</i>	Parish Clerk 11 th MAY 2012
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<p align="center">NOTES:</p> <p align="center">ANY PARISHIONER AND/OR GROUP WISHING TO ADD AN AGENDA ITEM PLEASE CONTACT THE CLERK (Contact details above)</p> <p align="center">Any group wishing to report but unable to attend personally may forward report to the Parish Clerk (e-mail as above)</p> <p>On Item 7 - usually only the fact that a report was submitted and/or presented will appear in the Meeting Minutes, however copies of all reports submitted/presented will be appended to and become part of the Minutes, and thus available as public record.</p> <p>If at all possible it is desirable that a copy of your report is electronically forwarded in advance of, or soon after the meeting, to the Parish Clerk, for inclusion within the Minutes. Alternatively please supply a legible copy to the Clerk at the meeting.</p> <p>Copies of any report made are available on request to any Parishioner, and will be sent electronically where possible, or by post/personal delivery if necessary</p>
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NOTE: THESE ARE DRAFT MINUTES ONLY, NOT DUE FOR RATIFICATION UNTIL SPRING 2013

Parish Clerk: Stephen Williamson 01493 789422 E-Mail: stephenwilliamson977@btinternet.com	FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
MINUTES OF THE ANNUAL PARISH MEETING		
HELD ON MONDAY MAY 21st 2012		
PRESENT AT THE MEETING		
N. Spencer (Chairman of Parish Council), S. Williamson (Parish Clerk), 6 other Parish Councillors and 10 members of the public		

The meeting commenced at 7.45 p.m.

1:	APOLOGIES FOR ABSENCE Formal apologies received from PCSO Philo (Norfolk Police) and John Pettman (Broadland District Council)
2:	MINUTES OF THE 2011 ANNUAL MEETING The Clerk informed those present that the Minutes for the meeting held in May 2011 had already been approved and signed as a true and accurate record.
3:	CHAIR REPORT Mr. Spencer informed he had no report to make but did wish to thank remaining Councillors and other officials for their assistance during the year
4:	CLERK REPORT Mr. Williamson informed that his report would necessarily be short as he had only taken tenure of the position in November 2011. Other than imparting a little information about himself, he wished to thank Councillors and others for helping with the settling in process, and promised to do his best for Council and Parishioners in the future. Mr. Williamson dwelt on the current difficulties with the banking situation, regretting delays that were resulting, particularly in completing the 2011-12 accounts, which he promised would be handled as soon as was possible. NOTE: A COPY OF THE FULL REPORT WILL BE APPENDED TO AND BECOMES PART OF THESE MINUTES.
5:	DISTRICT AND COUNTY COUNCIL REPORTS In his absence a report from Mr. John Pettman (Broadland District Councillor) was read by the Clerk. The report dealt with the first phase of the Northern Distributor Road and also informed that the District Council had pledged £1 million to assist first time buyers by means of indemnifying loans made to assist some 30-40 young persons to get on the housing ladder. Mr. Brian Iles (Norfolk County Councillor) spoke about some £60million of savings during the past year which had caused significant job loss. Income levels, literally from top to bottom were being examined as further savings would need to be made in the coming year. Mr. Iles also advised that rationalisation was being looked at with the aim of bringing back to County Hall several departments that had needed to find accommodation away from the main building which he also hoped would be a saving. On the incinerator he felt that litigation was now likely though he hoped this could be avoided as it would only add to the already

heavy costs. In a question relating to Broadband Mr. Iles stated that improvements were possible, but emphasised that the likes of BT were reluctant to invest in rural areas.

NOTE: COPIES OF THE FULL REPORTS WILL BE APPENDED TO AND BECOME PART OF THESE MINUTES.

6:	NORFOLK POLICE REPORT
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In the absence of police representation, PCSO's report was read by Mr. Spencer. The figures showed an overall drop in crimes within Freethorpe and surrounding areas from 26 in 2010-11 to 16 in 2011-12. The biggest falls had been in criminal damage (10 down to 5), taking without consent (3 to 1) and violence against the person (4 to 1). The only sector increase was theft from motor vehicles rising from zero to four.

NOTE: A COPY OF THE FULL REPORT WILL BE APPENDED TO AND BECOMES PART OF THESE MINUTES.

7:	TREE WARDEEN REPORT
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In his report Mr. John Fleetwood stated that the year had been a good one with no major problems or disputes. He raised the points about the possible creation of a local nature reserve, the tree roots appearing on the football pitch and the planting of a jubilee oak scheduled for 30 May 2012. He also mentioned hopes that in October a project involving local school children would be taking place.

NOTE: A COPY OF THE FULL REPORT WILL BE APPENDED TO AND BECOMES PART OF THESE MINUTES.

8:	COMMUNITY REPORTS
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Walpole Almshouses: Fully occupied until Christmas 2011 when one fell vacant (currently being redecorated). Secondary double glazing installed in all almshouses. Building overall in good state of repair.

Freethorpe First Responders: Seven trained Responders with another likely to be joining soon, still interested in hearing from anyone who is willing to join. With changes to 999 service and triage arrangements, not as many calls were being received, however a virtual 24 hour service is maintained. During 2011-12, 22 of a total 125 call outs had been to Freethorpe and Wickhampton including one cardiac arrest. De-fibrilators now installed in Reedham and Cantley, first aid training continuing in local schools.

Freethorpe Primary School: Now 143 pupils on the roll and school organised into five classes, teaching staff at same level as last year. Inspection took place in September 2011 and the report was excellent with pupils needs being met extremely well and staff being praised for excellent morale and striving for excellence. Projects had been a great success and had involved the local community, topics had included how Britain had changed since 1930, film making etc. Time had also been devoted to Olympics and Jubilee matters and all children had learned some basic Mandarin Chinese with five pupils studying to a greater degree and being rewarded with interviews on Radio Norfolk.

9:	PARISHIONER'S QUESTIONS
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No questions or topics were raised

The meeting closed at 8.25 p.m.

Parish Clerk: Stephen Williamson 01493 789422 E-Mail: stephenwilliamson977@btinternet.com	FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
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NOTICE OF THE ANNUAL PARISH COUNCIL MEETING
FREETHORPE VILLAGE HALL - MONDAY 21st MAY 2012
MEETING TO COMMENCE AT CONCLUSION OF PRECEDING MEETING
PLEASE NOTE: As with all Parish Council Meetings, this meeting is open to the public, however no opportunity to speak or address Council will exist
ANNUAL PARISH COUNCIL MEETING AGENDA <i>Item 1 may be chaired by the existing Chairman or any elected member.</i> <i>The newly elected or re-elected Chairman will Chair from Item 2 Onwards</i>

1	Election of Chairman:	<i>Nominations are invited for the post of Parish Chair for 2012/2013</i>
2	Councillor Confirmation:	<i>All Councillors will be required to renew acceptance of the role</i>
3	Apologies For Absence:	<i>Apologies with reasons for absence will be taken/recorded.</i>
4	Election of Vice Chair:	<i>Nominations are invited for post of Parish Vice-Chair for 2012/2013</i>
5	Declarations:	<i>Councillors will be required to sign appropriate undertaking forms, stating no change or minor change to their 2011 declaration for the Register of Interests (held by Broadland District Council)</i>
6	Financial:	<i>Confirmation of RFO / External Auditor/ Accounts Monitor (Optional) also confirm for the names of cheque signatories and seek new one.</i>
7	Committees:	<i>Any existing Committees to be confirmed, or new ones formed</i>
8	Working Parties:	<i>Any existing Working Parties to be confirmed, or new ones formed</i>
9	Standing Orders:	<i>Council will adopt and/or agree to amend Standing Orders</i>
10	Financial Regulations:	<i>Council will adopt and/or agree to amend Financial Regulations</i>
11	Code Of Conduct:	<i>The Clerk will inform of the new Broadland Code recently published</i>
12	Risk Assessment:	<i>Council will adopt and/or agree to amend any Risk Assessment</i>

Signed:	<i>Stephen Williamson</i>	Parish Clerk 17 May 2012
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MINUTES OF THE ANNUAL PARISH COUNCIL MEETING		
HELD ON MONDAY MAY 21 st 2012		
PRESENT AT THE MEETING		
Councillors: N. Spencer (Chair), D. Lake (Vice-Chair), P. Bacon, B. Carr, J. Church, G. Noakes, L. Turner. Clerk: S. Williamson. Nine members of the public also attended		

The meeting commenced at 8.26 p.m.

1:	ELECTION OF CHAIRMAN
Mr. N. Spencer was the only nomination and he confirmed his willingness to continue in the role. Proposed: Mr. Lake, Seconded: Mr. Carr. All In Favour.	
2:	COUNCILLOR CONFIRMATION
All seven Councillors duly signed the confirmation forms stating their willingness to continue as Parish Councillors, and to follow the guidelines provided and imposed	
3:	APOLOGIES FOR ABSENCE
With all Parish Councillors present there were none	
4:	ELECTION OF VICE-CHAIR
Mr. D. Lake was the only nomination and he confirmed his willingness to continue in the role. Proposed: Mr. Spencer, Seconded: Mr. Bacon. All In Favour	
5:	DECLARATIONS
Six of the seven Councillors duly signed no or minor change declarations relating to the Register of Interests forms completed in 2011 following election and later co-option to Council. Mr. Lake stated certain changes would be necessary, needing some reference and took his form away for completion.	
6:	FINANCIAL
Mr. Williamson confirmed as Responsible Financial Officer. Mrs Linda Boyle (subject to her acceptance) confirmed as external auditor. Role of accounts monitor felt unnecessary. Messrs. Spencer and Lake confirmed as retaining role of cheque signatories. Mr. Noakes expressed willingness to become the third cheque signatory to replace the previous person who had left the Parish Council. Agreed unanimously	
7:	COMMITTEES
No committees were in operation at this time	

8:	WORKING PARTIES
No working parties were in operation at this time	
9:	STANDING ORDERS
Council agreed unanimously to re-adopt the current Standing Orders until such time as certain revisions and updating was carried out by the Parish Clerk.	
10:	FINANCIAL REGULATIONS
Council agreed unanimously to re-adopt the current Financial Regulations until such time as certain revisions and updating was carried out by the Parish Clerk.	
11:	CODE OF CONDUCT
The Clerk informed that a new Code of Conduct which took into account the new Localism Act was being prepared by Broadland District Council and should be available for adoption at the June meeting. Council agreed unanimously in principle to accept the new Code, subject of course to sight of document & discussion.	
12:	RISK ASSESSMENT
Council agreed that some updating and revision was necessary, with particular reference to the pond, and agreed that this could be tackled during 2012	

The meeting closed at 8.37 p.m.


Parish Clerk: Stephen Williamson 01493 789422 E-Mail: stephenwilliamson977@btinternet.com	FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
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NOTICE OF A PARISH COUNCIL MEETING
FREETHORPE VILLAGE HALL - MONDAY 21st MAY 2012
THIS MEETING WILL COMMENCE AFTER THE PRECEDING MEETINGS

AGENDA

PUBLIC PARTICIPATION
As members of the public had opportunity to speak at the Annual Parish Meeting, it is unlikely there will be any participation in this meeting unless requested by and at discretion of Council

1	APOLOGIES	Apologies for absence from the meeting will be taken and recorded
2	DECLARATIONS	Members to declare any known personal and/or prejudicial interests that may affect any agenda item below
3	MINUTES	Minutes of the meeting held on 16 th April 2012 will be amended as considered necessary and approved
4	MATTERS ARISING	The Chairman, Clerk and others as appropriate will update on matters previously discussed with appropriate action as necessary
5	PLANNING	No new applications received to date. Any new applications received prior to meeting may be discussed at Council discretion with notifications posted as appropriate Any updates on past applications will be heard.
6	JUBILEE COMMEMORATION	Council will be updated on any matters pertaining to village activities to mark the forthcoming jubilee celebrations.
7	OTHER VILLAGE MATTERS	Any general items pertaining to Freethorpe can be discussed and approved or actioned as appropriate. This section may also hear any update or report concerning spending of Section 106 monies and Village Hall car park.

8	FINANCIAL MATTERS	Council will be updated on and discuss the banking situation, and may (if felt appropriate) action arrangements to change bankers.
9	CLERK INFORMATION	The Clerk will bring to notice any items of correspondence received
10	PARISH INSURANCE 2012-13	Council to decide whether to accept terms offered by Suffolk Acre (Zurich) to replace current insurers for the year to come (BEGINS 1 ST June 2012)
11	COUNCILLORS COMMENTS	Members of the Council may bring to the attention of the Chairman or Clerk, any matters they feel need actions or suggestions for next agenda.
Signed:		
Parish Clerk: Stephen Williamson 01493 789422 E-Mail: stephenwilliamson977@btinternet.com		Parish Clerk 17 May 2012
Freethorpe Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>		15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
MINUTES OF THE MEETING		
HELD ON MONDAY MAY 21 st 2012		
PRESENT AT THE MEETING		
Councillors: N. Spencer (Chair), D. Lake (Vice-Chair), P. Bacon, B. Carr, J. Church, G. Noakes, L. Turner. Clerk: S. Williamson. 6 members of the public.		

The meeting commenced at 8.38 p.m.

PUBLIC SECTION	
As public had been present at the earlier Annual Parish Meeting, there were no further points raised	
1:	APOLOGIES FOR ABSENCE
With all Parish Councillors present there were none	
2:	DECLARATIONS
No declarations of personal or prejudicial interest were made	
3:	MINUTES OF LAST MEETING
The Minutes of the meeting held on 16 th April had been prior circulated. No amendments were necessary. To accept as a true and accurate record - Proposed: Mr. Lake, Seconded: Mrs Church. Vote: 6 For, 0 Against, 1 Abstention (not at meeting). Carried. The Minutes were duly signed by Vice Chair Mr. Lake who had presided over the meeting in the absence of Mr. Spencer.	
4:	MATTERS ARISING
Mr. Spencer confirmed that the papers for the Wickhampton play area project had been signed with no additional costs confirmed. The Wren agreement had been copied, and the partnership funding would make up the deposit which had been reduced from the normal 50%. Paperwork passed over for sending to the suppliers as soon as possible. The Clerk advised of the 730 bus consultation and confirmed the changes being invoked by the company concerned. On the matter of grit bins, NCC Highways had been advised that the agreed sites for two new bins would not cause any problems with local residents.	
5:	PLANNING

There were no new applications, and no updates from previous applications.

6:

JUBILEE COMMEMORATION

On the planting of the Jubilee Oak this had been confirmed for 30th May with Mr. Fleetwood and members of Freethorpe Primary School in attendance. The planting would take place at the site of the Manor House (to replace damaged tree now removed) with the consent and willingness of the owner. On celebrations planned for the special bank holiday weekend, it was confirmed to Council that all arrangements were more or less in place and agreed, with raffle tickets to light the beacon on sale. Representatives had attended the recent information and networking evening at Broadland District Council, and the time of lighting the beacon was likely to be 10 p.m. Arrangements for other activities including barbecue, games, sky lanterns, beer tent etc. (as previously advised and Minuted) were all in place. Thanks were given to the Social Club for their help.

7:

OTHER VILLAGE MATTERS

Council were advised that the Section 106 monies had been agreed towards car park resurfacing, and that discussions were taking place and ongoing about the remaining funds being used to upgrade and improve existing play area facilities.

8:

FINANCIAL MATTERS AND PAYMENTS

The Clerk (RFO) advised there were now no cheques available to the Parish Council, however the necessary new forms for Santander had been completed, including the proposed new cheque signatory and would be despatched shortly. The RFO also confirmed that Broadland were still holding the first part of the 2012-13 Precept, but that at this time he had no way of checking whether the VAT return funds had been deposited, or indeed no way of checking balances. Given the circumstances Mr. Spencer offered to finance certain outstanding sums due for payment on the understanding these would be returned as soon as was practicable.

Mr. S. Williamson (Salary for May 2012 - £120.00/Expenses £20.00)	£140.00
Norfolk RCC (Subscription for 2012-13)	£25.00
NALC (Subscription for 2012-13)	£163.62
Suffolk Acre Services (Parish Insurance 2012-13)	£502.94
Total	£831.56

9:

CLERK INFORMATION

The Clerk informed of a consultation exercise relating to Mazars and the Annual Audit (no comments made) and also about an upcoming NCC Highways inspection. The Clerk was asked to mention pot holes generally and sight lines particularly at the cross roads at Low Road. In addition the pavement outside 43 The Green needed attention.

10:

PARISH INSURANCE 2012-13

An alternative quote (Suffolk Acre underwritten by Zurich) had been obtained by the Clerk and compared with existing policy by Mr. Spencer who informed that the alternative matched the existing insurance completely and was considerably cheaper, virtually half the existing amount. On the question of taking a three or five year undertaking in order to preserve the cost Council opted to take the three year option. Mr. Spencer Proposed that the alternative quote be accepted (3 year undertaking). Seconded Mr. Noakes. All In Favour

11:

COUNCILLORS COMMENTS/FUTURE AGENDA ITEMS

The only point raised was a letter of thanks to Mr. Tim Meale for his services to Freethorpe attending to the clock. There was no other business. Next meeting confirmed for 18th June.

The meeting closed at 9.23 p.m.

Parish Clerk: Stephen Williamson 01493 789422 E-Mail: stephenwilliamson977@btinternet.com	FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
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SUMMONS TO A PARISH COUNCIL MEETING


FREETHORPE VILLAGE HALL - MONDAY 18th JUNE 2012 – 7.45 p.m.

AGENDA

Please note - on this occasion because of the nature of the business, Item 1 will fall within

The PUBLIC PARTICIPATION SECTION OF THE MEETING

1:	WICKHAMPTON	The Chairman will update on the project and with assistance as appropriate from members of the public involved, arrangements will be made and/or confirmed in relation to payments and order confirmation
OTHER PUBLIC PARTICIPATION MATTERS		
A further period (as and if necessary) set aside for County & District Councillors, other officials and members of the public to address the Council on matters not dealt with above		
2:	APOLOGIES	Apologies for absence from the meeting will be taken and recorded
3:	DECLARATIONS	Members to declare any known personal and/or prejudicial interests that may affect any agenda item below
4:	MINUTES	Minutes of the Annual Parish Council meeting and also the normal monthly meeting, both held on 21 st May 2012 will be amended as considered necessary and approved. <i>Note: A draft copy of the Minutes relating to the Annual Parish Meeting will be available for checking and amendment, but are not due for adoption until Spring 2013</i>
5:	MATTERS ARISING	The Chairman, Clerk and others as appropriate will update on matters previously discussed with appropriate action as necessary
6:	PLANNING	No new applications received to date. Any new applications received prior to meeting may be discussed at Council discretion with notifications posted as appropriate Any updates on past applications will be heard.

7:	CODE OF CONDUCT	Councillors to discuss and if necessary make any allowable amendments to the new (2012) Code of Conduct and adopt
8:	JUBILEE COMMEMORATION	Any available reports relating to the recent Jubilee commemoration events held within the village will be heard
9:	OTHER VILLAGE MATTERS	Any general items pertaining to Freethorpe can be discussed and approved or actioned as appropriate. This section is likely to include updates/report concerning Section 106 monies and Village Hall car park.
10:	FINANCIAL MATTERS	Council will be updated on and discuss the banking situation, payments due will be made as appropriate. Arrangements for 2011-12 accounts.
11:	CLERK INFORMATION	The Clerk will bring to notice any items of correspondence received
12:	COUNCILLORS COMMENTS	Members of the Council may bring to the attention of the Chairman or Clerk, any matters they feel need actions/suggestions for next agenda. Council may also decide as to whether a meeting in August is necessary
Signed:		<div style="text-align: center;">  </div>
Parish Clerk: Stephen Williamson 01493 789422 E-Mail: stephenwilliamson977@btinternet.com		Parish Clerk 13 June 2012
Freethorpe Parish Council Chair: Nick Spencer Vice-Chair: David Lake		15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
MINUTES OF THE MEETING		
HELD ON MONDAY JUNE 18 th 2012		
PRESENT AT THE MEETING		
Councillors: N. Spencer (Chair), D. Lake (Vice-Chair), P. Bacon, B. Carr, J. Church, G. Noakes, L. Turner. Clerk: S. Williamson. 4 Members of the Public in attendance		

The meeting commenced at 7.49 p.m.

PUBLIC SECTION	
1:	WICKHAMPTON
All appeared to be in order with the play area project – Signed orders now returned and deposit invoice received. Mrs Barnes had paid the initial amount agreed by BACS on 18 th June. Mr. Spencer had spoken to Ms. Gosling (WREN). The start date had been estimated at 16 th July, however this may be a little later.	
OTHER PUBLIC PARTICIPATION MATTERS	
The Clerk in the absence of Police representation informed those present of two crimes reported in the area between 6 May and 17 June – Theft from a vehicle and criminal damage to a vehicle. For Norfolk County Council, Mr. Brian Iles informed that the final decision about whether the incinerator should go to Kings Lynn was due on 29 th June, this should be the end of the matter. On investments with Icelandic banks it now seemed that some 87.8% of monies invested would be recovered. Mr. Iles registered disappointments that no grants fund for historic buildings had been allocated in new round of budgeting. He informed that £60 million had been saved in the previous year, and there had been redundancies across the board. Some 33% of County Hall was now empty and attempts being made to bring back departments located in other offices with a saving of some £600,000. This would leave around 10% of County Hall available for letting. Answering a question about NCC's pension fund including investment in tobacco companies Mr. Iles did have some sympathy, but felt that firms paying good dividends could not be eliminated from pension portfolios.	
2:	APOLOGIES FOR ABSENCE
With all Councillors present there were none.	

3:	DECLARATIONS	
No declarations were necessary at this time and none made.		
4:	MINUTES OF LAST MEETINGS	
The Minutes of the Annual Parish Council Meeting held on 21 st May were accepted unanimously and duly signed. There was one amendment made to the Minutes covering the main Council meeting on the same date, this made the Minutes were again accepted unanimously and duly signed. Referring to a question from the Clerk, no Councillor had any amendment suggestions for the draft Annual Parish Meeting Minutes (also 21 st May), these are due for approval and signature in 2013.		
5:	MATTERS ARISING	
The Clerk updated – First half of Precept money now released by Broadland District Council following receipt of cheque book, Highways matters reported at last meeting relayed to NCC and acknowledged – to be dealt with during regular inspections. Letter to Mazars requesting later audit submission time had been sent (no response at this time, Parish Insurance, NALC & NRCC subscriptions cheques all despatched. Letter sent to Mr. T. Meale as requested, Contact made with Linda Boyle who was happy to do accounts.		
6:	PLANNING	
There were no new applications and no updates of previous		
7:	CODE OF CONDUCT	
The paperwork received from Broadland District Council had been prior circulated. <i>"To replace the existing Code of Conduct with the new National Code of Conduct recommended by Broadland District Council and ratified by the National Association of Local Councils, and to automatically accept published updates as and when available. Unless any Councillor Proposes, receives a Seconder & receives a majority vote that update be thoroughly inspected prior to possible acceptance"</i> Council accepted unanimously, adopting the Code.		
8:	JUBILEE COMMEMORATION	
The Clerk read (in his absence) the brief report about planting of Jubilee Oak Tree. Mr. Carr informed that the village community events had attracted a very good turnout, and informed that after VAT reclaim the total cost to the village would be only £74.00. He wished to thank all members of the committee for their valued assistance in the organisation, reminded all that a good article with photograph had appeared in the Great Yarmouth Mercury. He felt the overall success augured well for the coming festival		
9:	OTHER VILLAGE MATTERS	
It was confirmed that the Section 106 Funds £4,250.00 had now been formally requested and released for payment, likely to be in the bank by Friday 19 th June. There were no other matters needing attention		
10:	FINANCIAL MATTERS & PAYMENTS	
The Clerk informed that at long last a new cheque book had been delivered, and that he hoped matters were now on track with Santander, although intention to change to Barclays was still being pursued. Payments:		
301	Retail Park Services (Refund of Monies lent for payments at May meeting)	£831.56
302	Mr. J. Fleetwood (Reimburse cost of oak tree plaque)	£30.00
303	Ladywell Accountancy (HMRC work 2012-13)	£25.00
304	S. Williamson (Salary - £120.00/Allowance - £20 for June 2012)	£140.00
305	Village Hall (Donation/Section 106 Monies)	£6,327.81
TOTAL PAID OUT		£7,354.37
11:	CLERK INFORMATION/CORRESPONDENCE	
The Clerk informed that the paperwork for the 2012-13 Parish Insurance had been received, also a weight notification for recycled paper waste from M.W. White & Co. He also stated that there didn't seem to have		

been any HMRC payment banked and that he would chase this up . Council briefly discussed the just received alternative sites paperwork from Broadland District Council

12:	COUNCILLORS COMMENTS/FUTURE AGENDA ITEMS
Further discussion as necessary on alternative sites for development and response to Broadland. No meeting to be held during August unless any matter arose to make this necessary. A fly tipping incident which consisted of an old microwave and packaging 10 yards off Wickhampton Road towards sewerage works. Reported that the church bell was not in operation and that a quote for £4,500 had been received, suggestions made to make informal enquiry to Broadland as to whether a donation possible or grant available. Suggested contact to Mr Twiddy (moving from the village) to ask him to undertake one last clear up and weeding session, Council would then pay the agreed fee.	

The meeting closed at 9.02 p.m

Parish Clerk: Stephen Williamson 01493 789422 E-Mail: stephenwilliamson977@btinternet.com	FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
MINUTES OF THE MEETING		
HELD ON MONDAY JULY 16th 2012		
PRESENT AT THE MEETING		
Councillors: N. Spencer (Chair), D. Lake (Vice-Chair), P. Bacon, B. Carr, J. Church, G. Noakes, L. Turner. Clerk: S. Williamson. 5 Members of the public were present.		

The meeting commenced at 7.48 p.m.

PUBLIC SECTION
On the Wickhampton play area those present were told there was a slight delay, a couple of small problems dealt with, awaiting one piece of equipment, hoped to commence on or soon after 30 th July. VAT invoice awaited. Those present were informed that the jubilee oak strap was loose or possibly broken, also that Mr. Twiddy who looked after area around the clock had moved, suggested contact to see if he could have one final tidy up. Mr. Brian Iles informed of a recent planning meeting which would discuss the incinerator report which ran to 600 pages. The meeting had lasted for over 7.5 hours, the longest on record and had at times got rather emotional. Eric Pickles was likely to call the report in but wished NCC to make the decision. If passed by NCC it was hoped a committee of local persons could be appointed to oversee development. Mr. Iles also informed that the NCC Highways were inundated with work and calls largely because of the weather. No news had been received about local buses.

The meeting proper commenced at 8.00 p.m.

1:	APOLOGIES FOR ABSENCE
All Councillors were present. Apologies had been received from Norfolk Police and the Tree Warden	
2:	DECLARATIONS
None were necessary or made	

3:	MINUTES								
The Minutes of the meeting held on June 18 th had been prior circulated. No amendments were necessary and the Minutes were accepted unanimously as being a true and accurate record. Minutes duly signed.									
4:	MATTERS ARISING								
A fly tipping incident had been reported. E-mail had been sent to Mr. Fleetwood (Tree Warden) about the plaque but there had been no response. A letter to Mr. Twiddy's old address had been sent, to date to response, no mobile or current telephone number available. In the month between mid June and mid July, no crimes had been reported.									
5:	PLANNING								
Elm Barn Annexe, The Green. (Variation). Mr. High.									
This application was a variation request relating to permission 910255, and believed to be because of a family death, to remove Condition 2 where the two units created could not be sold separately. Council having viewed the material supplied had no objections. There were no updates of any previous applications									
6:	ALTERNATIVE DEVELOPMENT SITE								
Council had been approached to comment or make observation on Freethorpe 1 Extension X23-01) and									
Material had been prior distributed to Councillors. First it was pointed out that in the past there had been boundary objections to the development, including an NCC Highways objection to a small strip. Council felt that access was of paramount importance and there had been resident concerns including photographs of flooding and large puddles at an already busy junction. Council in principle agreed but would wish to point out the concerns about additional traffic, and would prefer a housing survey to ascertain need especially for smaller affordable homes with consideration also to prior NCC Highways reports of access and poor condition of roads. Council agreed to a settlement limit. Clerk to communicate these thoughts to Broadland D. C.									
7:	CODE OF CONDUCT 2012								
Three of the new declaration forms were handed to the Clerk for onward transmission to Broadland DC. The remaining forms would be sent to the Clerk or direct to Broadland as soon as possible.									
8:	VILLAGE MATTERS								
There were no matters to discuss under this heading.									
9:	PARISH ACCOUNTS 2011-12								
The Clerk confirmed that Mazars had agreed to a time extension in light of the banking problems experienced, but nevertheless the new due date was for 31 st July. The actual accounts had been compiled and 'checked out' fully and by unanimous agreement of Council these were accepted and duly signed by the Chairman and Responsible Financial Officer (Clerk). Council also agreed to the completion of the Audit Return form (currently pencilled in) for onward transmission to Linda Boyle for Audit. Council also voted unanimously to allow the Chairman and RFO to sign the form once the Audit had taken place (assuming no problems discovered) so that an additional meeting did not need to be called prior to despatch to Mazars.									
10:	FINANCIAL MATTERS								
The Clerk reported that all now seemed well with the Santander Bank Account, but that VAT reclaim was still awaited – new statement was expected within days. Payments due were reviewed and agreed unanimously:									
<table> <tr> <td>S. Williamson (Salary and Expenses (£20) for July)</td><td>£140.00</td></tr> <tr> <td>Freethorpe Village Hall (Half payment as agreed for jubilee mugs)</td><td>£402.00</td></tr> <tr> <td>S. Williamson (Salary and Expenses (£20) for August – Post Dated Cheque</td><td>£140.00</td></tr> <tr> <td>TOTAL</td><td>£682.00</td></tr> </table>		S. Williamson (Salary and Expenses (£20) for July)	£140.00	Freethorpe Village Hall (Half payment as agreed for jubilee mugs)	£402.00	S. Williamson (Salary and Expenses (£20) for August – Post Dated Cheque	£140.00	TOTAL	£682.00
S. Williamson (Salary and Expenses (£20) for July)	£140.00								
Freethorpe Village Hall (Half payment as agreed for jubilee mugs)	£402.00								
S. Williamson (Salary and Expenses (£20) for August – Post Dated Cheque	£140.00								
TOTAL	£682.00								
11:	CLERK INFORMATION								

The Clerk advised of impending drainage work in The Common (Chapelfield) from 23rd July onwards, also confirmed that the matter of pot holes, pavement problem (43 The Green), and sight line concerns at the Low Road crossroads had all been reported. Acknowledged by NCC Highways.

12:	AUGUST MEETING
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Council voted unanimously NOT to hold a meeting during August unless any urgent planning or other matters meant that this became necessary. Consent also for Chairman & a second signatory on advice from the Clerk could organise any payments necessary prior to September meeting.

13:	COUNCILLORS COMMENTS
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Council were advised that photographs could be taken with an Olympic Torch (Brian Carr) with monies earned going to charity.

The meeting closed at 9.10 p.m.

Parish Clerk: Stephen Williamson 01493 789422 E-Mail: stephenwilliamson977@btinternet.com	FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
NOTICE OF A PARISH COUNCIL MEETING		
FREETHORPE VILLAGE HALL - MONDAY 17th SEPTEMBER 2012 – 7.45 p.m.		

AGENDA

PUBLIC PARTICIPATION		
A period of time is allocated to allow Officials and members of the public to address Council and bring to attention any points for further discussion or future agenda item		
1	APOLOGIES	Apologies for absence from the meeting will be taken and recorded
2	DECLARATIONS	Members to declare any known personal and/or prejudicial interests that may affect any agenda item below
3	WICKHAMPTON & FREETHORPE PLAY	Update report on Wickhampton, and update on Section 106 Funds for play equipment etc. at Freethorpe
4	MINUTES	Minutes of the meeting held on 16 th July 2012 will be amended as considered necessary and approved
5	MATTERS ARISING	The Chairman, Clerk and others as appropriate will update on matters previously discussed with appropriate action as necessary
6	PLANNING	<i>No new planning applications to date.</i> Any new applications received prior to meeting may be discussed at Council discretion with notifications posted as appropriate. Any updates on past applications will be heard.

7	VILLAGE MATTERS	Any general items pertaining to Freethorpe can be discussed and approved/actioned as appropriate. Contact now made with Mr Twiddy. Broadland require update on Recycling Bins
8	AUDIT 2011/12	Clerk will update and report
9	FINANCIAL MATTERS	Council will be updated on and may discuss banking/banking change. To approve payments (list will be provided). Council will be informed of a new grant from Broadland & may wish to discuss/action for next meeting
10	CLERK INFORMATION	The Clerk will bring to notice any items of correspondence received
11	COUNCILLORS COMMENTS	Members of the Council may bring to the attention of the Chairman or Clerk, any matters they feel need actions or suggestions for next agenda.
Signed:		<div style="text-align: center;">  Parish Clerk 12 September 2012 </div>

Parish Clerk: Stephen Williamson 01493 789422 E-Mail: stephenwilliamson977@btinternet.com	<div style="text-align: center;"> FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i> </div>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
MINUTES OF THE MEETING HELD ON MONDAY SEPTEMBER 17 th 2012 PRESENT AT THE MEETING Councillors: N. Spencer (Chair), D. Lake (Vice-Chair), P. Bacon, B. Carr, J. Church, G. Noakes, L. Turner. Clerk: S. Williamson. Tree Warden: J. Fleetwood. Five Members of the public		

The meeting commenced at 7.45 p.m.

PUBLIC SECTION
<p>On the Wickhampton play area, Council were informed that the installation check list had been passed on to local representatives for signature and return to Chairman, the matter of an additional small gate was discussed and it was felt that a variation request could be made following 'use after installation' and citing a possible health & safety issue. On the matter of local buses Council were informed that seven slots were available on the Acle Flexibus. Tree Warden Mr. Fleetwood reported that some £380.00 of play bark had now been supplied and laid at the school as well as new trees from the Warden Budget. He had heard nothing of the root problem with the football pitch and as the new season had started was assuming all was now OK.</p>

The Meeting proper commenced at 8.14 p.m.

1:	APOLOGIES FOR ABSENCE
All Councillors were present. Apologies had been received from NCC Councillor Brian Iles and Norfolk Police	

2:	DECLARATIONS			
There were no declarations additional to those registered with Broadland District Council				
3:	WICKHAMPTON & FREETHORPE PLAY AREAS			
The Wickhampton matters had been duly discussed within the public section. On Freethorpe Council agreed that the cheque could be written and held until the Section 106 funds had been received – this imminent.				
4:	MINUTES			
The Minutes of the meeting held on 16 th July had been prior circulated, there were no amendments or alterations. Council approved the Minutes as being a true and accurate record. Minutes duly signed.				
5:	MATTERS ARISING			
The Clerk mentioned that Broadland District Council were now in something of an urgent need for any unreturned declarations, and also reminded that something about the two new grit bins needed to be done fairly urgently with winter soon upon us. On the latter the Clerk stated he would check the Internet and also check to see which firm supplied Reedham in 2011.				
6:	PLANNING			
There were no new applications, the Clerk confirmed that the application reviewed in July (Elm Barn Annexe) had been returned on time with comments as requested.				
7:	VILLAGE MATTERS			
The Clerk informed that he had now been in touch with Mr. Twiddy who had agreed to perform a final tidy up within the area of the clock, he also stated that he would as usual clear the gutters at the almshouses in time				
for the winter. As a result the balance payment cheque was included on the payment list. In his absence PCSO Philo had relayed the up to date crime report, this showed three crimes all carried out in Preston Close and all involving scratching of vehicles which had occurred it was believed at the same time. The Clerk advised of the request from Broadland to sign paperwork relating to recycling bins at the village hall.				
8:	AUDIT 2011/12			
The Clerk informed that the Audit Return for 2011-12 appeared to have been lost, either within the postal system or within Mazars, the former being most likely. As a result he had spoken with Mazars who had suggested a copy which had now been made, this would be accompanied by a signed statement to certify the copy was genuine and the paperwork had been posted. Council were happy to agree to this course of action				
9:	FINANCIAL MATTERS & PAYMENTS			
The Clerk informed of the New Homes Bonus granted by Broadland District Council and also glass recycling payment, the VAT refund had also been received but too late to appear on the last available statements. The following payments were agreed unanimously.				
Lynda Boyle (Audit Fee)		£150.00	Freethorpe PCC (S 137 Donation)	£450.00
Wickhampton PCC (S 137 Donation)		£450.00	Methodist Chapel (S 137 Donation)	£450.00
D. Twiddy (Village Work)		£50.00	S. Williamson (Sept Salary/Allowance)	£140.00
			Kompan (Village Hall Donation)	£11,000.00
				TOTAL £12,690.00
BANK BALANCES AT LAST STATEMENT		Current	£7,911.27	Reserve £1,949.01
10:	CLERK INFORMATION/CORRESPONDENCE			

The Clerk informed that Ms Gemma Buck the newly appointed Community Safety Officer wished to attend the meeting in November, he also notified of a new Sport England fund, the appointment of Mazars as External Auditors for the next five years (from 2013) and also the forthcoming Annual Meeting at Broadland


11:	COUNCILLORS COMMENTS/FUTURE AGENDA
The Clerk was asked to report a cracked manhole cover at The Green close to Chapel Field/The Common.	

The meeting closed at 8.42 p.m.

Parish Clerk: Stephen Williamson 01493 789422 E-Mail: stephenwilliamson977@btinternet.com	FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
NOTICE OF A PARISH COUNCIL MEETING		
FREETHORPE VILLAGE HALL - MONDAY 16th OCTOBER 2012 – 7.45 p.m.		

AGENDA

EXTENDED PUBLIC PARTICIPATION A period of time is allocated to allow Officials and members of the public to address Council and bring to attention any points for further discussion or future agenda item. In addition Ms. Gemma Buck, new Community Safety Officer at Broadland District Council is scheduled to address Council and outline her role within the community		
1	APOLOGIES	Apologies for absence from the meeting will be taken and recorded
2	DECLARATIONS	Members to declare any known personal and/or prejudicial interests that may affect any agenda item below

3	MINUTES	Minutes of the meeting held on 17 th September 2012 will be amended as considered necessary and approved
4	MATTERS ARISING	The Chairman, Clerk and others as appropriate will update on matters previously discussed with appropriate action as necessary
5	PLANNING	<i>No new planning applications to date.</i> Any new applications received prior to meeting may be discussed at Council discretion with notifications posted as appropriate. Any updates on past applications will be heard.
6	VILLAGE MATTERS	Any general items pertaining to Freethorpe can be discussed and approved/actioned as appropriate. This should include any further discussion and/or agreement to purchase two new grit bins.
7	AUDIT 2011/12	Clerk will update and report
8	FINANCIAL MATTERS	Council will be updated on and may discuss banking/banking change. To approve payments (list will be provided).
9	CLERK INFORMATION	The Clerk will bring to notice any items of correspondence received
10	COUNCILLORS COMMENTS	Members of the Council may bring to the attention of the Chairman or Clerk, any matters they feel need actions or suggestions for next agenda.
Signed:		<div style="text-align: center;">  Parish Clerk 11 October 2012 </div>

Parish Clerk: Stephen Williamson 01493 789422 E-Mail: stephenwilliamson977@btinternet.com	FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
MINUTES OF THE MEETING HELD ON MONDAY OCTOBER 15 th 2012		
PRESENT AT THE MEETING Councillors: N. Spencer (Chair), D. Lake (Vice-Chair), P. Bacon, B. Carr, J. Church, L. Turner. Clerk: S. Williamson. Five Members of the public		

The meeting commenced at 7.46 p.m.

PUBLIC SECTION
Ms. Gemma Buck was introduced and spoke briefly about her role as Community Safety Manager with Broadland District Council, this was largely liaison with a team of seven, including a police Sargent and a police ASB co-ordinator as well as at least one PCSO, they would also be dealing with vehicle related anti-social behaviour including at village halls and aimed to have engagement with young people. Several measures were available including the sending of letters could be sent to parents of children and 'action days' were planned. Ms Buck also informed that the local police were fully supportive of the moves. Reporting

for the NCC, Mr. Brian Iles confirmed that plans for the Kings Lynn incinerator had been called in by central government, hence all was quiet on the subject. A release by NCC clarifying exactly how NCC was now handling footpath maintenance within the County (*the Clerk confirmed that copies had been made available to all Councillors*). Update on Broadband was confirmed - BT were handling the larger conurbations with NCC looking after the rural areas, Mr. Iles commented that ALL of Norfolk would have a guaranteed 2mb. by 2015. In answer to a query, Mr Iles agreed that the Freethorpe bus service situation was poor and suggested a petition and/or as many letters as possible to complain. Updates and reports were given concerning the Wickhampton play area, The Clerk stated he really needed the application number to further correspondence/enquiry on a small gate being installed. The exact amount of the final bill payment was still to be finalised and the Clerk stated he would be dealing with this as soon as possible. The Clerk was also asked to report vandalism to the dog bin at Wickhampton.

The Meeting proper commenced at 8.08 p.m.

1:	APOLOGIES FOR ABSENCE
Mr G. Noakes (Councillor) and Mr. J. Fleetwood (Tree Warden). Accepted unanimously	
2:	DECLARATIONS
There were no declarations additional to those registered with Broadland District Council. The Clerk handed out so far received copies of the submitted declarations for individual safe keeping.	
3:	WICKHAMPTON & FREETHORPE PLAY AREAS
Nothing further to report on Wickhampton other than matters mentioned in the Public Section above. The Freethorpe costs and necessary paperwork were all in order	
4:	MINUTES
The Minutes of the meeting held on September 17 th had been prior circulated. No amendments were necessary and the Minutes were formally accepted as being a true and accurate record then signed.	
5:	MATTERS ARISING
On the matter of grant applications for the Village Hall it was duly proposed, seconded and unanimously agreed that Councillors Church and Carr act on behalf of the Parish Council as well as the village hall itself.	
6:	PLANNING
There were no new applications to consider and no update on any previous application the Clerk informed that any news on the possibly development within the village would not be received until 2013. A copy of the notes on Wickhampton history and architecture was handed to the Clerk for record.	
7:	VILLAGE MATTERS
Mr. Carr and Mrs Church gave further information concerning proposed upgrading and alterations to the village hall, these were well received and thanks formally given for the work undertaken. A problem with the clock was reported. The Clerk read a note from Mr. Fleetwood stating that trees and/or hedging could be available via Broadland, and for Councillors to contact him with any requirements	
8:	AUDIT 2011/12
The Clerk informed that an authorised copy of the Audit Return and accompanying paperwork had been sent to Mazars, as it appeared that the original envelope had been lost in transit or by Mazars themselves.	
9:	FINANCIAL MATTERS & PAYMENTS
The Clerk reported that as at 2 nd October the main bank balance stood at £32,731.71 which included receipt of latest VAT return, Section 106 Funds and the second half of the 2012/13 Precept. There were minimal payments to authorise at this meeting, although a cheque was duly written for Playdale Playgrounds with	

the amount to be inserted as soon as known (this will be reported in November). The small increase in the S137 donation to Royal British Legion was agreed unanimously.			
RBL Poppy Appeal	£25.00	S.A. Williamson (Salary/Allowance)	£140.00
TOTAL			£165.00

10:	CLERK INFORMATION/CORRESPONDENCE
The Clerk informed that the Broadland Annual Meeting was scheduled for Wednesday 17 th October, no-one was available from Reedham and he was not proposing to attend on this occasion. Notification of the Great Yarmouth Local Plan (Newsletter) had been received. The Clerk also informed his understanding that Councillors were now entitled to apply for a copy of the Electoral Role and stated he would forward the necessary form to any Councillor as required.	


11:	COUNCILLORS COMMENTS/FUTURE AGENDA
There were no points that had not been covered in prior agenda items	

The meeting closed at 8.52 p.m.

Parish Clerk: Stephen Williamson 01493 789422 E-Mail: stephenwilliamson977@btinternet.com	FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
NOTICE OF A PARISH COUNCIL MEETING FREETHORPE VILLAGE HALL - MONDAY 19th NOVEMBER 2012 – 7.45 p.m.		

AGENDA

PUBLIC PARTICIPATION		
A period of time is allocated to allow Officials and members of the public to address Council and bring to attention any points for further discussion or future agenda item		
1	APOLOGIES	Apologies for absence from the meeting will be taken and recorded

2	DECLARATIONS	Members to declare any known personal and/or prejudicial interests that may affect any agenda item below. This section is likely to include Councillors signing a new dispensation form
3	WICKHAMPTON & FREETHORPE PLAY	Update report on Wickhampton, any update on Section 106 Funds for play equipment etc. at Freethorpe
4	MINUTES	Minutes of the meeting held on 16 th October 2012 will be amended as considered necessary and approved
5	MATTERS ARISING	The Chairman, Clerk and others as appropriate will update on matters previously discussed with appropriate action as necessary
6	PLANNING	72 The Common, Freethorpe Any new applications received prior to meeting may be discussed at Council discretion with notifications posted as appropriate. Any updates on past applications will be heard.
7	VILLAGE MATTERS	Any general items pertaining to Freethorpe can be discussed and approved/actioned as appropriate.
8	AUDIT 2011/12	Clerk will report on the Audit Return now received from Mazars
9	FINANCIAL MATTERS	Council will be updated on and may discuss banking/banking change. To approve payments (list will be provided).
10	MEETINGS 2013	Council will approve or otherwise projected meeting dates for next year
11	BUDGET 2013/14	Council will give Clerk any suggestions and/or guidance for the next Council year budget, due to be discussed in December
12	CLERK INFORMATION	The Clerk will bring to notice any items of correspondence received
13	COUNCILLORS COMMENTS	Members of the Council may bring to the attention of the Chairman or Clerk, any matters they feel need actions or suggestions for next agenda.
Signed:		<div style="text-align: center;">  Parish Clerk 14 November 2012 </div>

Parish Clerk: Stephen Williamson 01493 789422 E-Mail: stephenwilliamson977@btinternet.com	FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
MINUTES OF THE MEETING		
HELD ON MONDAY NOVEMBER 19 th 2012		
PRESENT AT THE MEETING		
Councillors: N. Spencer (Chair), P. Bacon, B. Carr, J. Church, G. Noakes, L. Turner. Clerk: S. Williamson. Two Members of the public		

The meeting commenced at 7.45 p.m.

PUBLIC SECTION

There were no matters raised

The Meeting proper commenced at 7.46 p.m.

1:	APOLOGIES FOR ABSENCE
Councillor David Lake – apology formally accepted unanimously. Other apologies received from Mr. Brian Iles (NCC), Norfolk Police and Mr. John Fleetwood (Tree Warden)	
2:	DECLARATIONS
There were no declarations additional to those registered with Broadland District Council. The Clerk informed that the meeting forms for further declarations when necessary had been changed to read 'pecuniary' & 'non-pecuniary'. The Clerk then outlined his understanding of the NALC recommended dispensation form, stating that effectively as residents of the village, under the new declaration forms Councillors would not be entitled to set budgets. The forms were signed by all Councillors present and returned to the Clerk for safe keeping.	
3:	WICKHAMPTON & FREETHORPE PLAY AREAS
The Clerk reported that the cheque pre-signed at the last meeting had been sent off to Playdale, but a calculation error meant that a further £500.00 was due to be paid. Remaining paperwork ready for signature and onward transmission to WREN. Council agreed to hand 'After Sales' paperwork to Wickhampton.	
4:	MINUTES
The Minutes of the meeting held on 16 th October and been prior circulated. There were no amendments. The Minutes were unanimously accepted as being a true and accurate record and duly signed by Chairman	
5:	MATTERS ARISING
The Clerk informed that Broadland would replace the fire damaged dog bin at Wickhampton but requested to know whether the post had been salvaged or also damaged. The Clerk reported a memo from Broadland wanting to know of any specific plans for the new homes bonus. Mrs Church reported that the hands on the clock were sticking and Council agreed for her to contact Cox who could also give it a 'once over'	
6:	PLANNING
20121503	Howkins. 72 The Common. Vehicular Access
Council had no objections to this application, it was pointed out that much of the work had already been done, and that in any case it was necessary from safety point of view. On updates the Clerk reported no action was being taken by Broadland against The Old Rectory, Wickhamton and the case had been closed	
7:	VILLAGE MATTERS
Mr. Spencer reported that new grit bins had been ordered and were due for delivery imminently. The Clerk informed about agreed plans to move and re-name 'The Reedham Ten' to 'The Freethorpe Ten' with the Village Hall at Freethorpe the new base. The Clerk then read an e-mail from John Fleetwood with regards to a willow tree at Freethorpe Church which was apparently concealing possible thieves on the roof, the letter made it clear that subject to further inspection, Mr. Fleetwood did feel there was a case for felling the tree. The same e-mail also mentioned the current tree disease problems, informing that cost of affected tree felling would fall to the owners. In light of this Council felt it would be sensible for Mr. Fleetwood to examine trees on Council property (particularly playing field) so that budgeting provision could be made if necessary. The Clerk stated that the PCSO was not due back on duty until the following day, hence there was no update crime report, he did however notify of a couple of minor crimes from the previous month.	
8:	AUDIT 2011/12
The Clerk informed that the Audit Return (copy) had been returned by Mazars with satisfactory comments, and indeed making no adverse comment that Council were not already aware of.	

9:	FINANCIAL MATTERS & PAYMENTS		
There were no financial matters other than to authorise payments which was made unanimously.			
Playdale (amount confirmed, cheque signed at October meeting)			£9,368.40
Playdale (underpaid amount from above (this meeting)			£500.00
Mr. S. Williamson (Salary plus allowance expenses November)			£141.20
Mazars LLP (Audit Fee for 2011-12			£162.00

10:	MEETINGS 2013
The Clerk had prior circulated a list of potential meeting dates for 2013, retaining the third Monday of each month as the set day. There were no known conflicts with this date. Council agreed to decide upon whether an August meeting was necessary closer to the time, and also to retain the three meetings (APM/APCM/Regular) on the same date in May 2013.	

11:	BUDGET 2013-14
The Clerk had requested any information that he should be aware of in order to advise on a Precept level for 2013-14 (December/January meeting). There were none other than possible tree felling provision. The Clerk also mentioned that no donations had been made to First Responders/Norfolk Accident Service during the current year, and Council agreed to make these at December meeting	

12:	CLERK INFORMATION/CORRESPONDENCE
There were no matters that had not been discussed within previous agenda items	

13:	COUNCILLORS COMMENTS/FUTURE AGENDA
There were none	


The meeting closed at 8.31 p.m.

Parish Clerk: Stephen Williamson 01493 789422 E-Mail: stephenwilliamson977@btinternet.com	FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
NOTICE OF A PARISH COUNCIL MEETING FREETHORPE VILLAGE HALL - MONDAY 17th DECEMBER 2012 – 7.45 p.m.		

AGENDA

PUBLIC PARTICIPATION

A period of time is allocated to allow Officials and members of the public to address Council and bring to attention any points for further discussion or future agenda item

1	APOLOGIES	Apologies for absence from the meeting will be taken and recorded
2	DECLARATIONS	Members to declare any known pecuniary and/or non-pecuniary interests not already declared to Broadland, that may affect any agenda item
3	MINUTES	Minutes of the meeting held on 19 th November 2012 will be amended as considered necessary and approved
4	MATTERS ARISING	The Chairman, Clerk and others as appropriate will update on matters previously discussed with appropriate action as necessary
5	PLANNING	<i>No new planning applications to date.</i> Any new applications received prior to meeting may be discussed at Council discretion with notifications posted as appropriate. Any updates on past applications will be heard.
6	VILLAGE MATTERS UPDATE	Any general items pertaining to Freethorpe can be discussed and approved/actioned as appropriate.
7	BUDGET 2013-14	Council will discuss draft budget proposals amend as necessary and agree a Precept figure for 2013-14 to be ratified in January 2013
8	FINANCIAL MATTERS	To approve payments (list will be provided).
9	CLERK INFORMATION	The Clerk will bring to notice any items of correspondence received
10	COUNCILLORS COMMENTS	Members of the Council may bring to the attention of the Chairman or Clerk, any matters they feel need actions or suggestions for next agenda.
Signed:		<div style="text-align: center;">  Parish Clerk 12 December 2012 </div>

Parish Clerk: Stephen Williamson 01493 789422 E-Mail: stephenwilliamson977@btinternet.com	<div style="text-align: center;"> FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i> </div>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
MINUTES OF THE MEETING		
HELD ON MONDAY DECEMBER 17 th 2012		
PRESENT AT THE MEETING		

Councillors: N. Spencer (Chair), P. Bacon, B. Carr, J. Church, G. Noakes,
L. Turner. Clerk: S. Williamson. Tree Surgeon: J. Fleetwood. Two members of the public

The meeting commenced at 7.48 p.m.

PUBLIC SECTION

The only speaker within this section was Mr. Fleetwood who informed that the school project was proceeding well with play bark now delivered and paid for from Tree Warden's fund, plants and trees would be supplied free of charge along with a shed from a local building company. Parish Council in principle agreed to pay a sum in the region of £52.00 for weed suppressant. Mr. Fleetwood also mentioned his book now published, and also trees on the common which would not need permission to fell if dangerous. There were now no less than fourteen registered diseases affecting trees present in the UK.

The Meeting proper commenced at 8.01 p.m.

1: APOLOGIES FOR ABSENCE

Councillor David Lake, accepted unanimously. Apologies also from NCC Councillor Brian Iles & PCSO Philo.

2: DECLARATIONS

There were no declarations additional to those registered with Broadland District Council

3: MINUTES

The Minutes of the meeting held on 19th November had been prior circulated, no amendments were requested and Council approved unanimously. The Minutes were duly signed by the Chairman.

4: MATTERS ARISING

Mr. Spencer informed that grit bins were on order but currently out of stock. Mrs Church informed that Messrs. Cox had been contacted about the clock and a return call was awaited.

5: PLANNING

There were no new applications, however the Clerk informed of a letter from JCPC Planning Consultancy with a request to attend a Council meeting and explain intentions plus answer questions relating to possible development land at Palmers Lane. The Clerk informed he had e-mailed suggesting January or February 2013 but no answer had yet been received.

6: VILLAGE MATTERS

There was still concern about the flooding on the corner of Palmers Lane, NCC Highways pumping water away was no solving the problem, and that NCC Highways should look at matters again. Within this section the Clerk also reported a nil crime report for the month up to December 15th however within the preceding month (to 20th November) two crimes had been recorded. A member of the public further informed of a recent crime at The Rampant Horse public House.

7: BUDGET 2013-14

The Clerk had prior circulated paperwork showing approximate income and expenditures during the previous Three years with projections also for 2013-14. This suggested that a lesser amount was likely to be spent in the coming financial year, however it was pointed out that the Council had agreed to take on communal grass cutting for the period. The Clerk had suggested a (approximate) 3% cost of living rise taking the Precept to £7,870.00 however the figure would need to be discussed and confirmed in January 2013.

8: FINANCIAL MATTERS & PAYMENTS

The following payments were approved unanimously

Freethorpe First Responders (Donation)	£100.00	Norfolk Accident Rescue Service (Donation)	£100.00
		S.A. Williamson (December Salary/Allowance)	£140.00
			TOTAL £340.00
BANK BALANCE AT LAST STATEMENT		£15,942.22	

9:	CLERK INFORMATION/CORRESPONDENCE
Within this section Mr. Carr outlined the grant offered and monies still required for improvements to the Village Hall, intentions to go to WREN in the name of the Parish Council. Also dealt within this section was the Broadland District Council update request about glass recycling bin information.	
10:	COUNCILLORS COMMENTS/FUTURE AGENDA
There was discussion relating to then open space land near houses on site of former abattoir. Mr. Carr also informed that he would be missing the first four meetings of 2013. Absence approved unanimously	


The meeting closed at 8.50 p.m.

Parish Clerk: Stephen Williamson 01493 789422 E-Mail: stephenwilliamson977@btinternet.com	FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
NOTICE OF A PARISH COUNCIL MEETING		

AGENDA

PUBLIC PARTICIPATION

A period of time is allocated to allow Officials and members of the public to address Council and bring to attention any points for further discussion or future agenda item

1	APOLOGIES	Apologies for absence from the meeting will be taken and recorded
2	DECLARATIONS	Members to declare any known personal and/or prejudicial interests that may affect any agenda item below
3	MINUTES	Minutes of the meeting held on 17 th December 2012 will be amended as considered necessary and approved
4	MATTERS ARISING	The Chairman, Clerk and others as appropriate will update on matters previously discussed with appropriate action as necessary
5	PLANNING	<i>Cattle Shelter, Manor Farm Barns, 8 The Green/8 Sutton Crescent/Land Rear 104 The Common.</i> Any other new applications received prior to meeting may be discussed at Council discretion with notifications posted. Any updates on past applications will be heard.
6	VILLAGE MATTERS	Any general items pertaining to Freethorpe can be discussed and approved/actioned as appropriate.
7	BUDGET 2013-14	Council will consider the Precept figure required for the next financial year and reach an amount decision for rely to Broadland District Council
8	FINANCIAL MATTERS	To approve payments (list will be provided).
9	CLERK INFORMATION	The Clerk will bring to notice any items of correspondence received
10	COUNCILLORS COMMENTS	Members of the Council may bring to the attention of the Chairman or Clerk, any matters they feel need actions or suggestions for next agenda.
Signed:		<div>  </div>
		Parish Clerk 23 January 2013

Parish Clerk: Stephen Williamson 01493 789422 E-Mail: stephenwilliamson977@btinternet.com	FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
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MINUTES OF THE MEETING	
HELD ON MONDAY JANUARY 28th 2013	
PRESENT AT THE MEETING	
Councillors: N. Spencer (Chair), D. Lake (Vice-Chair), J. Church, G. Noakes, L. Turner. Clerk: S. Williamson. One member of the public	

The meeting commenced at 7.50 p.m.

PUBLIC SECTION
There were no points raised for comment or discussion

1:	APOLOGIES FOR ABSENCE
Mr. B. Carr (Leave of Absence), Mr. P. Bacon (attending another meeting). The apologies unanimously accepted. In addition apologies had been received from NCC Councillor Brian Iles & PCSO Philo	

2:	DECLARATIONS
Mr. Spencer declared Pecuniary interest in one of the planning applications within Item 5 (Bumble Bee Cottage). Mrs Church declared non-pecuniary interest in another of the applications within Item 5 (8 The Green). Mr. Lake signed the application for dispensation (allowing to fix budgets) other Councillors had signed a similar form at meetings in November and December. There were no further declarations additional to those registered with Broadland District Council	

3:	MINUTES
The Minutes of the meeting held on 17 th December 2012 had been prior circulated. One minor amendment was effected after which the Minutes were accepted as a true and accurate record (Vote: 4 For, 0 Against, 1 Abstention - not at meeting). Carried. The Chairman duly signed the Minutes.	

4:	MATTERS ARISING
The Clerk advised that thank you letters had been received from both First Responders and NARS following donations at the last meeting. Mrs Church advised she was still awaiting a call from Cox's about the clock. The Clerk was asked to remind NCC Highways about the flooding problem in Palmers Lane/The Green and also notify further flooding problem in Sutton Crescent area, also to notify availability of grit bins for placement in Palmers Lane & Cricketers Walk as agreed with NCC Highways in 2012.	

5:	PLANNING
20121814 – Stone. The Cattle Shelter, 8 The Green, Conversion to Dwelling	
Mrs Church (Non-Pecuniary Interest) and declined to vote. No objections. 4 For, 0 Against, 1 Abstention	
20130064 – Bailey. 8 Sutton Crescent, Outline application for plot division/house erection	
No objections raised. Unanimous.	
20130092 – Spencer. 104 The Common, Retrospective application for Polytunnel	
Mr Spencer (Pecuniary Interest) left the room during discussions. (Mr. Lake temporarily took the Chair)	
No objections – unanimous vote of those remaining within room (4 Members)	

6:	VILLAGE MATTERS
The Police report showed one crime, committed just prior to Christmas 2012 involving theft of eight geese. A little time was devoted to general discussion over plans for the Post Office, although the final time to comment had passed between meetings. The other matter discussed involved the non-payment of or non-receipt of funds from WREN in association with the Wickhampton play area installation. The Chairman informed that paperwork had been signed and despatched to WREN in early November 2012, but only within the past week had e-mails arrived stating that photographs and a closing report was required. It appeared also that WREN intended to pay monies to the Parish Council and not direct to Playdale as first believed. Fortunately a copy of documentation had been taken and this had now been sent to (and acknowledged) by WREN, the outstanding was to arrange photographs and a copy of the report. Mr. Lake agreed to visit.	

7:	BUDGET 2013/14
<p>The Clerk read the salient parts of a report from Broadland District Council, which essentially offered to 'make up' by means of a grant, the difference between required amount for the 2013-14 Precept, if the Parish Council kept the Precept figure unchanged from 2012-13. Brief discussion agreed that this course of action was not practicable owing to the additional work and hence costs being taken on for 2013-2014 in the shape of Grounds maintenance. In short if no rise in Precept was made on this occasion a much larger rise, well above the likely rate of inflation would be necessary in 2014. Council agreed unanimously to seek a Precept figure (as recommended by the Clerk/RFO) of £7,870.00 (3% rise) plus the agreed cost of grounds maintenance to be confirmed by Mrs Church, total figure to be adjusted at RFOs discretion. The Clerk pointed out that to Band 'D@ Co0uncil Tax payers a rise of £500 represented approximately £1.66 per annum.</p>	

8:	FINANCIAL MATTERS & PAYMENTS		
The only matter within this section was to pay Clerk Salary for January. Agreed unanimously			
Mr. S. Williamson – Salary £120.00/Allowance £20/Computer Protection (one quarter) £16.24			£156.24
			TOTAL £156.24

BANK BALANCES AT LAST STATEMENT	Current	£15,652.22
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9:	CLERK INFORMATION/CORRESPONDENCE
<p>There was none other than matters already covered in prior Items</p>	

10:	COUNCILLORS COMMENTS/FUTURE AGENDA
<p>There were none.</p>	

The meeting closed at 8.35 p.m.

<p>Parish Clerk: Stephen Williamson 01493 789422 E-Mail: stephenwilliamson977@btinternet.com</p>	<p>FREETHORPE Parish Council <i>Chair: Nick Spencer</i></p>	<p>15 Sunninghill Close BRADWELL Great Yarmouth Norfolk</p>
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	<i>Vice-Chair: David Lake</i>	NR31 9JB
NOTICE OF A PARISH COUNCIL MEETING		
FREETHORPE VILLAGE HALL - MONDAY 25 th FEBRUARY 2013 – 7.45 p.m.		

AGENDA

PUBLIC PARTICIPATION		
A period of time is allocated to allow Officials and members of the public to address Council and bring to attention any points for further discussion or future agenda item		
1	APOLOGIES	Apologies for absence from the meeting will be taken and recorded
2	DECLARATIONS	Members to declare any known pecuniary and/or non-pecuniary interests that may affect any agenda item below, and not previously declared to Broadland District Council
3	MINUTES	Minutes of the meeting held on 28 th January 2013 will be amended as considered necessary and approved
4	WICKHAMPTON PLAY	The Clerk, Chairman, others as necessary will update, it is hoped that outstanding matters can be brought to firm conclusion at this meeting
5	OTHER MATTERS ARISING	The Chairman, Clerk and others as appropriate will update on matters previously discussed with appropriate action as necessary
6	PLANNING	<i>No new planning applications to date.</i> Any new applications received prior to meeting may be discussed at Council discretion with notifications posted as appropriate. Any updates on past applications will be heard.
7	VILLAGE MATTERS	Any general items pertaining to Freethorpe can be discussed and approved/actioned as appropriate.
8	FINANCIAL MATTERS	To approve payments (list will be provided).
9	CLERK INFORMATION	The Clerk will bring to notice any items of correspondence received
10	COUNCILLORS COMMENTS	Members of the Council may bring to the attention of the Chairman or Clerk, any matters they feel need actions or suggestions for next agenda.
Signed:		<div><i>Stephen Williamson</i></div> <div>Parish Clerk 21 February 2013</div>

Parish Clerk: Stephen Williamson 01493 789422 E-Mail: stephenwilliamson977@btinternet.com	FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
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MINUTES OF THE MEETING

HELD ON MONDAY FEBRUARY 25th 2013

PRESENT AT THE MEETING

Councillors: N. Spencer (Chair), D. Lake (Vice-Chair), J. Church, G. Noakes, L. Turner.
Clerk: S. Williamson. Tree Surgeon: J. Fleetwood. Three Members of the public

The meeting commenced at 7.47 p.m.

PUBLIC SECTION

Mr Fleetwood confirmed that all the play bark had been laid at the school, and that a sectional building was being supplied free of charge including erection, trees also being supplied along with willow trees to make a 'tunnel', the Norfolk Trust were giving wild flowers. Generally Mr. Fleetwood warned that up to 130 million ash trees could disappear, also warned that a disease affecting oak was on the way.

Reporting for NCC Mr. Brian Iles informed of a new leader of the Council Mr. Bill Borridge, a straightforward local farmer. NCC had agreed to try to find a further £31 million of savings and Mr. Iles warned this would be difficult and could lead to further job losses, however many senior persons close to retirement age seemed willing to go early. With much greater than expected returns from Icelandic banks, NCC were spending an extra £5.5 million on elderly people with emphasis on dementia, a further £1.1 million had also been added to the previously agreed £3.5 million road budget owing to poor state of roads after winter. More money was also going into the apprenticeship scheme with a further twenty places on offer. Lastly Mr. Iles confirmed that the county wide improved Broadband was being 'rolled out' from April with every home covered by 2016.

The Meeting proper commenced at 8.05 p.m.

1: APOLOGIES FOR ABSENCE

Mr. B. Carr (leave of absence), Mr. P. Bacon (attending another meeting). Apologies accepted unanimously.

2: DECLARATIONS

There were no declarations additional to those registered with Broadland District Council

3: MINUTES

The Minutes of the meeting held on 28th January had been prior circulated, no alterations or additions were found to be necessary. Agreed unanimously they represented a true and accurate record, duly signed.

4: WICKHAMPTON PLAY AREA

The Clerk, assisted by Mr. Spencer, briefly updated and re-iterated the current situation where Playdale were proposing to begin legal action against the Parish Council if their outstanding bill was not paid by end of month. Briefly the problems had been caused by misunderstandings, loss of material in post during November 2012, and, in the Clerk's opinion, too many people dealing with matters! The Clerk confirmed that to the best of his knowledge and belief that every piece of material necessary was immediately available and could be sent to WREN the following day. Council agreed to authorise a cheque payment for Playdale, to be held by the Clerk until such time that WREN could confirm the grant money would be paid to Parish Council.

5: OTHER MATTERS ARISING

NCC Highways had confirmed they were looking into a permanent solution to flooding at Palmers Lane/The Green, also the placement of new grit bins had been organised, confirmation about Freethorpe Post Office temporary closure for improvements, Mrs Church informed no new about clock repair, she would chase up.

6:	PLANNING
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There were no new applications. The Clerk informed that the sub division of plot and outline permission for a new house at 8 Sutton Crescent had gone to Committee and would be heard on 27th February

7:	VILLAGE MATTERS
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A note from Norfolk Police informed of nil crimes in Freethorpe between 24th January and 23rd February, the Clerk also informed of an appeal for a new leader for the newly named Marshes Youth Club at Limpenhoe.

8:	FINANCIAL MATTERS & PAYMENTS
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The Clerk informed that the grant from Broadland for Village Hall had been sent to the Parish Council bank account and therefore needed transfer, in addition to this a cheque needed to be ready for Playdale. Council also agreed to renew membership with CPRE. Mr. Spencer did not have paperwork for reimbursement of grit bin purchase and hoped to have this available for next meeting. Payment of following approved unanimously

S. Williamson (Salary & Allowance for February 2013, also excess postage)	£143.50
Playdale Playgrounds Ltd. (Outstanding cost of Wickhampton play area)	£11,342.00
Freethorpe Village Hall – transfer of grant monies received	£40,000.00
CPRE – Subscription renewal	£30.00
TOTAL	£51,515.50

BANK BALANCES AT LAST STATEMENT	Current	£55,452.22
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10:	CLERK INFORMATION/CORRESPONDENCE
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The only outstanding information was an invitation from Acle Academy for Saturday 16th March, no Councillor expressed desire to attend


11:	COUNCILLORS COMMENTS/FUTURE AGENDA
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The only matter outstanding was request to Clerk to find out about the intended play area by the Walpole Road/Prospect Place development, the area of green and the adoption of the road.

The meeting ended at 8.40 p.m.

Parish Clerk: Stephen Williamson 01493 789422 E-Mail: stephenwilliamson977@btinternet.com	FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
NOTICE OF A PARISH COUNCIL MEETING		
FREETHORPE VILLAGE HALL - MONDAY 18th MARCH 2013 – 7.45 p.m.		

AGENDA

PUBLIC PARTICIPATION		
A period of time is allocated to allow Officials and members of the public to address Council and bring to attention any points for further discussion or future agenda item		
1	APOLOGIES	Apologies for absence from the meeting will be taken and recorded
2	DECLARATIONS	Members to declare any known pecuniary and/or non-pecuniary interests that may affect any agenda item below, and not previously declared to Broadland District Council
3	MINUTES	Minutes of the meeting held on 25 th February 2013 will be amended as considered necessary and approved
4	MATTERS ARISING	The Chairman, Clerk and others as appropriate will update on matters previously discussed with appropriate action as necessary
5	PLANNING	<i>No new planning applications to date.</i> Any new applications received prior to meeting may be discussed at Council discretion with notifications posted as appropriate. Any updates on past applications will be heard.
6	VILLAGE MATTERS	Any general items pertaining to Freethorpe can be discussed and approved/actioned as appropriate. This section will include any discussion and/or decision on Freethorpe at risk list and street lighting note from Broadland – documents attached or available on request.
7	FINANCIAL MATTERS	To approve payments (list will be provided).
8	CLERK INFORMATION	The Clerk will bring to notice any items of correspondence received
9	COUNCILLORS COMMENTS	Members of the Council may bring to the attention of the Chairman or Clerk, any matters they feel need actions or suggestions for next agenda.
Signed:		<div style="text-align: center;">  Parish Clerk 13 March 2013 </div>

Parish Clerk: Stephen Williamson 01493 789422 E-Mail: stephenwilliamson977@btinternet.com	FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
MINUTES OF THE MEETING		
HELD ON MONDAY MARCH 18 th 2013		
PRESENT AT THE MEETING		
Councillors: N. Spencer (Chair), D. Lake (Vice-Chair), P. Bacon, J. Church, G. Noakes, L. Turner. Clerk: S. Williamson. Four Members of the public		

The meeting commenced at 7.47 p.m.

PUBLIC SECTION
<p>Council were informed that the local public house intended to publish and distribute a newsletter, generally felt this was a good idea and Council almost certainly willing to support. In answer to one Parishioner, the Clerk was able to confirm that all monies due to Playdale Playgrounds had been sent and had cleared the bank, also that grant monies from WREN had also been received and also cleared into the bank.</p> <p>Mr Brian Iles reported for NCC informing of a total of four hundred apprenticeships, with a further forty now being offered. Norse had last year taken on eighty persons on this scheme with twenty more due this year. Mr. Iles also talked about the Community Construction Fund, and informed of a further £1 million being paid into the Highways budget to assist with road repairs after bad winter.</p>

The Meeting proper commenced at 7.56 p.m.

1:	APOLOGIES FOR ABSENCE
Leave of absence of Mr. Brian Carr. Apologies also from PCSO Philo and Tree Warden John Fleetwood	
2:	DECLARATIONS
There were no declarations additional to those registered with Broadland District Council	
3:	MINUTES
The Minutes of the meeting held on 25 th February had been prior circulated. No alterations or amendments were found necessary, unanimously agreed to accept as a true and accurate record. Minutes duly signed.	
4:	MATTERS ARISING
The Clerk informed that CPRE had been informed of change of address and that agreed donation of £30.00 had been forwarded. NCC also informed that their records of Clerk address incorrect as were M.W. White Ltd. – both given correct details. The Precept form for 2013-14 had needed to be re-sent as the original appeared to have been lost in the post, all, however, in order.	
5:	PLANNING
There were no new applications and no updates of past applications received	

6:	VILLAGE MATTERS
Broadland District Council had furnished details of street lighting in Palmers Lane, seeking a view as to whether the Parish Council wished to take over maintenance and upkeep. Firstly pointed out that list was incomplete (as further lighting was present in Cricketers Walk and Youngs Crescent), secondly it was strongly felt that the Parish Council should not be expected to finance these extra items without some form of grant. The District Council has also forwarded a list of protected properties within the village, seeking to know of any concerns, again it was believed that the list was incomplete as numbering appeared incorrect for almshouses	

and two pairs of cottages on The Common were missing. Clerk asked to respond to Broadland on both matters. Finally within this section the Clerk relayed that no crimes had been reported in the village since the last meeting in February.

7:	FINANCIAL MATTERS & PAYMENTS			
The Clerk informed that following a telephone call to Santander after statement received, the figure shown below was unchanged with an income of £11,342.00 from WREN matched by the cheque for the same amount passing through the account. The balance also included transfer of the £40,000.00 grant from NCC to the Village Hall. Council unanimously agreed to pay the following.				
S.A. Williamson (March Salary/Allowance/excess postage)			£146.35	
John Fleetwood (reimburse as agreed cost of weed fabric for school)			£50.28	
Nick Spencer (reimburse cost of grit bins – 2 x £141.00 plus VAT)			£388.40	
			TOTAL	£535.03
BANK BALANCE AT LAST STATEMENT		Current A/C	£15,152.48	

8:	CLERK INFORMATION/CORRESPONDENCE
There was no information other than that covered in preceding items	

9:	COUNCILLORS COMMENTS/FUTURE AGENDA
The flooding situation in Palmers Lane was discussed further, Clerk confirmed that NCC Highways were attempting to find a permanent solution. Clerk asked to report damage to signpost by school where the direction (finger) signs appeared to have been removed. Mrs Janet Church tendered her apologies for the next meeting.	

The meeting closed at 8.30 p.m.