


Parish Clerk: Stephen Williamson 01493 789422 E-Mail: freethorpe.pc@gmail.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 20th APRIL 2015 - 7.45pm

1	APOLOGIES	Apologies for absence from the meeting will be taken and recorded
2	MINUTES	The Minutes of the 2014 Annual Meeting will be presented for approval, amended as necessary and duly signed.
3	FREETHORPE PARISH COUNCIL	Time is allocated for the Chairman, any Parish Councillor and the Clerk to report on the past year. The Clerk will convey end of year finance report
4	NCC/BROADLAND REPORTS	Time will be made available for any reports from Norfolk County Council and Broadland District Council
5	NORFOLK POLICE	Time will be made available for any report from Norfolk Constabulary
6	TREE WARDEN	Time will be made available for a report by Mr. John Feetwood
7	ELECTION 2015	The Clerk will update as to whether a Parish Council is or is not to take place within the Parish and give relevant details either way
8	COMMUNITY REPORTS	Any group, club, individual or organisation operating 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:		<div style="text-align: center;">  Parish Clerk 8th APRIL 2015 </div>

NOTES:

**ANY PARISHIONER AND/OR GROUP WISHING TO ADD AN AGENDA ITEM
PLEASE CONTACT THE CLERK (Contact details above)**

Any group wishing to report but unable to attend personally may forward report to the
Parish Clerk (e-mail as above)

On Item 8 – Time will be allowed for any group/institution to present their report personally, and every endeavour will be made to read reports submitted by post/e-mail, however depending on the number of reports received the Parish Council reserve the right to Minute that a report has been received without reading it in full, and making copy available to any Parishioner on request.

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.

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

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PARISH COUNCIL YEAR 2015-2016		
MINUTES OF THE ANNUAL PARISH MEETING MONDAY 20th APRIL 2015		
PRESENT AT THE MEETING		
Councillors: N. Spencer (Chair), D. Lake (Vice-Chair). P. Bacon, J. Church, L. Turner. Clerk: S. Williamson. Tree Warden: J. Fleetwood. Two Members of the public		

The Meeting commenced at 7.50 p.m.

1:	APOLOGIES FOR ABSENCE <p>Prior apologies received from NCC Councillor Brian Iles, Broadland District Councillor J. Petman, PCSO Mullinger, Walpole Almshouses and First Responders.</p>
2:	MINUTES <p>The Minutes of the 2014 meeting had been viewed a year earlier and circulated generally more recently. The Minutes were confirmed as being a true and accurate record and duly signed.</p>
3:	FREETHORPE PARISH COUNCIL <p>There was no report from the Chairman, nor from other Councillors. In his report the Clerk gave thanks to Councillors as well as to officials and others who had contributed to meetings during the year. He highlighted the PC response to the contentious planning application for the new development which had, it appeared brought desired changes. The Clerk referred to the ongoing dispute with HMRC and again thanked Councillors for their help and support, and also thanked the internal auditor who had worked very quickly to ensure that the 2013-14 accounts were delivered on time after an extension owing to his own ill health in 2014. Financially the Council ended the year in good shape with a sum of £13,287 in the day to day banking facility and a further sum just under £2,000 in reserve. Plans for 2015 included arranging for a professional clean of the war memorial and perhaps joint funding towards a moveable speed sign for the village.</p> <p>COPY OF FULL REPORT IS WITHIN MINUTE BOOK & AVAILABLE ON REQUEST TO THE PARISH CLERK</p>
4:	NORFOLK COUNTY COUNCIL/BROADLAND DISTRICT COUNCIL REPORTS <p>In his report, read in his absence by the Clerk, Mr Brian Iles (NCC) stated that the 'Rainbow Alliance' remained in power and the Council were attempting to develop and work the new committee system. The report stated that the budget for 2014-15 had been refused for the first time in NCC history but later passed with opposition changes incorporated. Cancellation of the incinerator had cost some £33 million and the poor OFSTED report had cost further large sums of money following recommendations from so-called expert personnel. In 2013 under a different administration the OFSTED report had been good. £150 million of savings had to be found during coming three years, the report felt that services would suffer during the coming year. More positively NCC had achieved additional central government funding (£150 million) for roads, and £18 million for school expansions. Over 141,000 homes could now benefit from faster Broadband and the projected £2 charge to visit the tips had been stopped. Council tax had been frozen for a further twelve months and investment at the Coltishall former air base would provide income during coming years.</p> <p>In a brief report supplied by Mr. Petman (Broadland) he apologised for not visiting a Freethorpe meeting, citing advice that this was unnecessary as the same Clerk handled Reedham. He had resigned from the Conservative party and gone Independent, but was resigning his post in the coming election.</p> <p>COPY OF FULL NCC REPORT IS WITHIN MINUTE BOOK & AVAILABLE ON REQUEST TO THE PARISH CLERK</p>

5:	NORFOLK POLICE	
This 2014-15 crime listing had been supplied by PCSO Mullinger and was read in his absence by the Clerk		
Common Assault	3	These were domestic related crimes away from the wider community
Threats to Kill	2	
Criminal Damage To A Dwelling	2	Both domestic related
Theft From A Motor Vehicle	1	No new lines of enquiry available
Criminal Damage To A Vehicle	1	Arrest made
Criminal Damage To a Building Other Than Dwelling	1	No new lines of enquiry available
Burglary To a Building Other Than Dwelling	1	Shed broken into, no theft, ongoing enquiries
Indecent Images/Inciting Sexual Activity	2	Regarding Internet and mobile phones, sending images via messages, all dealt with by police
COPY OF FULL REPORT IS WITHIN MINUTE BOOK & AVAILABLE ON REQUEST TO THE PARISH CLERK		

6:	TREE WARDEN
<p>Mr. John Fleetwood presented his report, beginning with reference to receiving the Broadland Green Award with Freethorpe School for the creation of the sensory garden. He expanded by stating how much he had enjoyed working with staff and pupils alike which had been most rewarding and fulfilling. He was delighted to have received funding for the materials for the construction of an outdoor classroom which he had built with assistance of someone from British Sugar, this included full disabled access via a boardwalk. During garden management an apple tree of an old Norfolk variety, estimated to be 80-100 years old had been discovered and he felt that careful management could preserve this for many years to come. Mr. Fleetwood felt that it may never be known why, or for what commemoration the tree had been planted, but there were several possibilities in the time frame. Mr. Fleetwood promised to continue help and support for the school as much as business commitments allowed. On a general note Mr. Fleetwood estimated that the country would lose around 95% of its ash trees over the next fifteen years owing to Ash Dieback, he confirmed there was no cure for the disease. He also stated he would continue to campaign after the coming election to introduce stricter control on importation of plant matter – that he stated may not help Ash Dieback (windborne) but could only assist with other diseases prevalent in other countries nearby.</p> <p>COPY OF FULL REPORT IS WITHIN MINUTE BOOK & AVAILABLE ON REQUEST TO THE PARISH CLERK</p>	

7:	ELECTION 2015
The Clerk confirmed that as less than the maximum allowable (seven) persons had been duly and properly nominated, there would be no Parish Council election in May 2015 and that nominated persons would be 'returned unopposed'. District Council and General elections would still be taking place.	

8:	COMMUNITY REPORTS
<p>Freethorpe Primary School: <i>Head Teacher Rachel Quick presented the report and began by stating that the school had maintained a roll of 170 pupils allowing six classes and seven teaching groups. The pattern of a single reception class established in 2013 was likely to continue with 26 families placing the school as first choice for their four year olds. The Pre-school continues to feed a large number of pupils into the school. Most teaching staff had now been with the school for five years or more. In 2014 the majority of Year 6 pupils moved on to Acle Academy but this year a quarter will be moving to Norwich School, Hethersett Old Hall Girls School, Notre Dame and in the case of two pupils to Jane Austen College. The school had continued its journey to good and better in OFSTED terms. In 2014 96% of pupils achieved level 4 in reading and maths, writing levels were 94% both well above national average. 96% of Year 1 pupils (6 years old) achieved the expected phonics screening level – amongst the top 5% of schools in the country. Mrs Quick wished to give great thanks to John Fleetwood (see above) and also to the unwavering support of the village and governors generally.</i></p>	
<p>Freethorpe First Responders: <i>Report provided by and read by the Clerk in the absence of Margaret Ditcham. There were now seven volunteers but it was emphasised that more were needed as several were approaching retirement age. Responders had during the past year attended a total of 147 calls as a group, with forty of those being within Freethorpe & Wickhampton. The majority of calls were for shortness of breath and breathing difficulties but 'falls' were also high on the list. As a group well over one thousand hours per month had been covered, and the three defibrillators had been continually checked with consumables replaced as necessary. Thanks were given to those making donations including the Freethorpe</i></p>	

Parish Council, Reedham Mountain Rescue and Humpty Dumpty Brewery. £2,000 had been received in the 'Lloyds Lottery' and thanks given to all those that voted. Junior first aid training was continuing and First Responders were now trained to attend children as young as two years old.

Walpole Almshouses: *Report provided by the charity and read by the Clerk* The accounts for 2014/15 were currently being audited but the 2013/14 accounts were available for perusal. The Almshouses are fully occupied and in good order with various small maintenance jobs being carried out over the year. The Charity also announced the retirement of Secretary/Treasurer Edith Moll who had been a stalwart of the organisation since 1977, her work and much valued contribution will be missed. The position falls open on 1st April 2016 and the Charity would like to hear from anyone willing to take over the role which it was stated was not overly demanding but essential to maintain the running of this outstanding village feature.

COPIES OF ALL REPORTS ARE WITHIN MINUTE BOOK & AVAILABLE ON REQUEST TO THE PARISH CLERK

9:	PARISHIONERS QUESTIONS
Although there were no questions as such, Mr. John Fleetwood wished to highlight the largely unnecessary pressure out on voluntary organisations, stating his opinion that the government needed to get a grip on this problem before more and more persons decided not to offer their services to worthwhile causes.	

The meeting closed at 8.28 p.m.

<i>Signed after agreed amendment and approval by Council as being a true and accurate record by the Chair of the meeting or authorised deputy</i>		Dated:
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From The Parish Clerk's Office

CLERK ANNUAL PARISH REPORT

Firstly I would like to thank Nick and the other Parish Councillors for their help where necessary including Brian who of course retired from the PC in the last year. Thanks also to Brian Iles for keeping us up to date with the goings on at NCC, and to John Fleetwood for attending most meetings and keeping us up to date with his activities especially at the school.

It has been a good and productive year for the Parish Council. The only contentious planning issue, involving the proposed new development, brought a good attendance to the meeting where a presentation was made resulting in a 1.5 page response to Broadland. The committee hearing is scheduled for next week so we should know definitely what is happening by the end of the month.

Possibly the only blot on the last year was the mix up with HMRC, this is still technically in continuance but I believe it will be sorted out finally during the next month or so. I remain convinced that I did everything asked by HMRC, and did it on time – one question I have often asked is that when regular updates including tax coding notices are received, how can HMRC say that Freethorpe is not registered. We were badly let down by a firm who were retained by this and two other Parish Councils to look after wage slips and tax implications – the first year was fine but in year two payment cheques from all three Parish Councils were returned three months after issue with no explanation. In the year ended April 5th 2014 my employed taxable income was only around £600, the tax on that was declared on my self-employed annual return and what little tax was owed was paid. That is exactly what happened last year as it had in the 15 years prior to that.

Anyway hopefully this can be finally laid to rest very soon, and I would like to thank Parish Councillors for their support, more that can be said for another Parish not too far from here.

Ill health last year meant seeking an extension with the External Auditors Mazars which was granted, and I would like to thank Linda Boyle our internal auditor for her speed and co-operation in handling the end of year returns, which went through with minimal comeback.

Financially the Parish is in good shape with as at 31st March a sum of £13,287 held in the day to day account with a further sum of just under £2,000 on deposit for emergencies. The first instalment of the 2015-16 Precept is due within the next ten days (£5,000). Income this year will almost certainly fall a little because of new recycling arrangements and the new ability for residents to use their recycling bins for glass, we must keep on repeating that taking this easy option means that money raised could be spent anywhere within the Broadland district, but money raised from the bins outside the hall stays in Freethorpe. Nevertheless the Precept was increased only in line with inflation and at an estimated extra cost to Parishioner Council Tax payers of less than 8p a month.

On spending the Council intend to have a complete clean of the war memorial and quotes should be available next month. We will also look in September at applying for match funding to buy a flashing and hopefully moveable speed sign for the Parish – if successful this could be operational at about this time next year

ANNUAL REPORT ON THE ACTIVITIES OF NCC PREPARED BY BRIAN J.MILES FOR COUNCILLORS AND PARISHIONERS OF THE ACLE DIVISION. 2014/2015.

APRIL 2015.

In the many years that I have been submitting reports to you I usually start by saying how difficult the year has been. NOT this time. 2014/15 has seen extraordinary changes that have been confusing, frustrating and sometimes untenable. The Rainbow Alliance remains in power and we are trying to develop and work with the New Committee system; which is not satisfactory and is being changed to overcome its many problems.

The budget for this year as proposed by the Alliance was refused for the first time in the Counties history. Passed only because changes proposed by the opposition were incorporated.

We have the disastrous cancellation of the Incinerator at a cost of 33 Million. Ofsted's condemning report on our schools; This after spending several millions on changes and extra so called expert staff. In 2013 under a different administration we had a GOOD report.

We have to find another 150 Million pounds of cuts in the next three years. 40 Million within this years financial year. Even with emptying all the cupboards we are still short by several million which has been pushed back until next year. This only means that the problem will be worse next year.

These are some of the good works that were inherited and were achieved last year.

150m from central Government for road maintenance.

141077 houses are now able to access Super –Fast Broadband.

18M for school expansions.

Stopped the £2 prospect of charging to visit the Tip.

Increased the Parish Partnership fund to allow small villages to claim 75% towards costs.

Moved 2.5M FROM County Farms to help front line services.

Investment at Coltishall will provide income to help County Services.

Freeze the Council Tax for a further twelve months.

The Committee of which I am a member (EDT) is working hard to find radical, fundamental changes to save money and at the same time maintaining front line services particularly roads maintenance and flooding relief. This means cutting out some sections that are Discretionary rather than Mandatory.

I would be happy to answer any particular questions at our next meeting or by email on my return. Issues like Herondale are work in progress and subject to Bids being requested by County from developers of Adult Services not House Builders.



NORFOLK

CONSTABULARY

Our Priority is You

Norfolk Constabulary

Acle SNT

Acle Police Station

Norwich Road

Acle

Tel: 101

Email: mullingerr@norfolk.pnn.police.uk

www.norfolk.police.uk

Max Emergency Tel: 404

10th April 2015

Freethorpe Parish Report

Annual Year Report:

Apologies for non attendance I have looked at the reported crimes for the parish of Freethorpe **01/04/14** to the **31/03/15** there has been 13 crimes.

Common Assault Battery x3

Threats to Kill x 2

These are mostly domestic related crimes away from the wider community.

Criminal Damage to a Dwelling x2

Both Domestic Related

Theft from a Motor Vehicle x1

No new lines of enquiry available

Criminal Damage to a Motor Vehicle x1

1 Arrested, further police action

Criminal Damage to a Building other than a Dwelling x1

No new lines of enquiry available

Burglary to a Building other than a Dwelling x1

Shed broken into nothing taken, further enquiries

Indecent images/inciting sexual activity x2

Theses are incidents regarding the internet and mobile phones involving young persons and their activity on the internet and the use of sending pictures via messages, all have been dealt with by police.

These offences now have to be recorded as part of the national crime recording standards and due to the type and difficulty of pin pointing the offence location; it is recorded at the offender's home address.



Over the next year we will continue to patrol the parishes, work with partner agencies, work with the schools and safeguard those vulnerable in our community's.

If you have any concerns or queries, or would like further detail please do not hesitate to contact myself or a member of Acle Safer Neighbourhood Team.

Yours sincerely

Ross

PCSO 8571 MULLINGER

Freethorpe and Wickhampton Parish Council

Annual Report of the Parish Tree Warden

John Fleetwood – 20 April 2015

I am very pleased to once more report a most successful year.

Without doubt, the highlight of the year was winning the Broadland Green Award with Freethorpe School for the creation of the sensory garden. It was wonderful for the work of the school to be recognised in such a way and the children who attended the award ceremony at Broadland District Council were very pleased indeed!

The garden is maturing now and I understand that it has proved to be an asset. Long may it continue.

The major project of the year has been the construction of an outdoor classroom for the school. I now realise just how ambitious the project was but it is, at last, almost complete. This coming Saturday I will plant the boxwood hedge to finish it.

It is something I feel very proud of, having secured funding for the materials (predominantly from MKM Building Supplies) and built it with the assistance of a guy from British Sugar. We even managed to persuade a local blacksmith to donate a weather vane! The classroom will hopefully be an asset to the school for many years to come providing an outdoor learning facility.

The new classroom has full disabled access following the construction of a boardwalk from the main path, across the garden to the new classroom entrance. It can now be accessed by everyone.

During the management of the main garden, whilst removing a heavy growth of ivy from an apple tree, I discovered that the tree is 80 to 100 years old and an old Norfolk variety. It would be nice to think that it was planted at the time the school was built or maybe to mark the return from the First World War of the children's fathers. Of course, it may have been planted as a memorial to those who did not return.

Careful and sympathetic management will help to extend the life of the veteran tree. Gradual reduction of the crown over the coming years will avoid any undue stress on the tree and its limbs.

I have constructed some planting boxes for the sensory garden and vegetable garden and they are already in use. That for the sensory garden was a raised bed for wheelchair users.

I have applied to the Royal Horticultural Society for the donation of wild flower seed for the main garden. That will be sown in the areas where I have thinned the trees and will provide an attractive ground cover when in flower as well as enabling the teaching staff to teach the pupils about the UK's native flower stock.

My plan for the next year is basically to provide any support I can for the school and to help the Gardening Club whenever my business commitments permit. I shall manage the gardens as necessary and replace any plants that we may lose. Needless to say, if the school has another ambitious project then I am sure that I could be persuaded to help out when and where I can!

One final comment about the school. I never realised how rewarding it can be working so closely with young children as I have over the past couple of years. Freethorpe is extremely lucky to have such a wonderful school with an excellent teaching staff, superbly led. It has been a privilege to be accepted as part of that community

Ash dieback continues to cast a dark cloud on the horizon and over the next 10 to 15 years we shall undoubtedly lose at least 95% of our ash trees. There is nothing we can do as there is, and will not be, a cure for the disease.

When the time comes when the parish begins to lose its ash trees I will, of course, make myself available to parishioners to provide free advice, etc. Whilst property owners must pay the full cost of tree felling and removal themselves (there being no grant aid available), careful co-ordination where a group of people employ the same contractor at the same time can reduce costs. I am willing to co-ordinate that.

Perhaps the Government (whatever colour we elect next month) will have the courage to introduce stricter controls on the importation of plant matter. It may not stop everything (indeed, ash dieback is wind-borne) but it must improve the overall situation.

That may help avoid another pathogen such as *Phytophthora ramorum* entering the country and destroying millions of larch trees. As well as the loss of the larch woodlands it has resulted in huge losses to the Scottish and Welsh economies as the larch was planted as a commercial crop.

I thank the Parish Council for appointing me as its Parish Tree Warden and promise to serve Freethorpe and Wickhampton to the best of my ability in the coming year.

John Fleetwood

Freethorpe Parish Council AGM – Monday 20th April 2015

Freethorpe Primary School Report.

Last year we reported that the school had a roll of 170, the roll has remained at this level allowing the school to maintain 6 classes and 7 teaching groups in the mornings. 2013 was the first time that we had a single Reception Class (4 year old), a pattern continued into for September 2014 and this year we are again expecting a single entry of Year R pupils with 26 families placing the school as their first choice for their 4 year old. The staff remains extremely stable, with the majority of staff having been with the school for 5 or more years. Senior continue their links with Sheringham Teaching School, as specialist leaders of education, supporting other schools in the County, in-school teacher training programmes – and as reported in 2014 the school has formed a “soft” partnership with Fleggburgh CE School – which has allowed reorganisation of the leadership structure and freed up funding in school to increase the staff/child ratio and also increase IT resources.

Freethorpe Pre-school continues to feed a large number of pupils into the school. Freethorpe School staff remain an intrinsic part of the committee of the Pre-school bringing Early Years knowledge and financial skills to this team. In 2014, the majority of children leaving school in Year 6 move to Acle Academy; this year 1/4 pupils are moving to either Norwich School, Hethersett Old Hall Girls School, Notre Dame and two pupils making up the first cohort of pupils at Jane Austen College. This year we are also seeing children going to a number of high schools, as the choice of secondary schools within the County increases. The school has supported young people within the community in terms of apprenticeship placements – one apprentice finished their NVQ in 2014 and another started Summer 2014 to undertake a diploma in supporting teaching and learning and sport, through Easton and Otley College. We will look at other ways to support other young people in the parish interested in developing their skills and knowledge about classroom support.

The Our school has continued on its journey to “Good” and better in Ofsted terms, maintaining excellent teaching and learning has been the main focus of the school development plan for the last year. Each year the Governing Body and staff look at the National Curriculum test levels achieved by pupils and the progress made. In 2014, the year 6 cohort was much larger with a cohort of 31. In Reading and Maths – 96% of pupils achieved a level 4, well above National Average. Writing levels were 94% level 4+. Combined scores for Reading and Writing Maths – were 94% Level 4, again well above the National Average. The reading progress scores were noted as significantly above the national expected levels. Over the last two years Maths has been a priority in the school and Mr Rob Bloomfield, former maths lead teacher at Acle Academy has remained on our staff to support higher attaining and confident maths learners, we are delighted he will be staying with us next academic year too: last year 50% of the year group achieved Level 5+ in Maths and 3 children achieved a Level 6, which is the level of a Year 15 year old. In KS 1 - 5 to

7 year olds, standards remain well above national average in Reading, Writing and Maths and 96% of pupils in Year 1 (aged 6), achieved the expected phonics screening level, which was in the top 5% of schools in the country. The school received a letter from the Education Minister about these exceptional phonics scores.

Each year I report about the school's curriculum links with the local villages and area. In the Autumn Term 2014 we explored the school grounds in particular some of the trees, learning that was supported by John Fleetwood, the Tree Warden. To celebrate the completion of our amazing outdoor classroom we held an Apple Week and Family Open afternoon. This work will form the basis of our presentation at the Norfolk Show this year. The school continues to use the villages, community and buildings widely for visit, for example popping to the shop, visiting the church etc. Cluster events remain important in the school diary - the speech festival was held at Southwood Hall in February, Dance and Song festival at The Open Venue and a large number of sports events. Sports events are supported through the use of the new Sports Premium funding. In 2014/15 we extending our links with Norwich School, with whom we had created links with the music department , to develop other PE skills, In January the staff had training in Tag Rugby with Norwich School staff and the Director of Rugby led sessions in school. The half term culminated with a Rugby tournament at Norwich School's Redmayne Ground. We continue to use specialist coaches for some sports such as cricket and we have had our first term of squash in the Spring 2015.

Priorities for 2015 have included ensuring the newly promoted "heads of Upper and lower school are confident in their new leadership roles as well as ensuring teaching and learning standards remain high and standards achieved by the pupils are a good reflection of their ability and progress.. A rising school roll means that we need to maintain 6 classes, and 7 (8 on Fridays) teaching groups for Maths and English; taking the class sizes down from between 27 and 30, to less than 25 for Maths and English teaching as this is so important for personalised learning and that pupils make expected progress in their time in our school.

As ever, children and staff have been working incredibly hard across all year groups, embedding teaching approaches. The school was externally reviewed by both an inspector from Cambridge Education Associates and also from HMI Ofsted (November 2014 as a pilot for the new short inspections) – both inspectors agreed that the school was strongly "Good" with many outstanding features – the curriculum was widely praised as well as the marking and assessment by staff on a day to day basis. WE always look to create a dynamic, creative curriculum which is pertinent, high quality and allows high standards and engages pupils in meaningful learning.

This year, as with all years, I want to pass on my grateful thanks for the unswerving village support, the Open the Book volunteers, village members who are Governor who volunteer significant time to improve things for the children; for the small acts of kindness that we see on a day to day basis such as donations, supermarket vouchers, support from the clubs such as the football club and Village Hall who are amazing at preparing pitches etc. Again a huge

thank you to John Fleetwood the work he puts in secretly for the children at weekends and in his holidays! John says that he enjoys the work, but he has created a marvellous outdoor classroom in the wildlife area with boardwalk access for disabled pupils, created raised beds for the gardening groups and again thought about the children with mobility and physical disabilities by creating a raised bed. It was this wonderful partnership work between children, John and Staff that led to us winning the Broadland Green Award in September 2014. Thanks is also due to Mrs Fleetwood for letting John spend so much time with us!

Thank you!

Rachel Quick – headteacher:



WALPOLE ALMSHOUSES – REPORT FOR THE ANNUAL MEETING OF THE PARISH COUNCIL –MONDAY 20th APRIL 2015

The Accounts of the Walpole Almshouses Charity 2014/2015 are at our accountants being audited but the financial statements 2013/2014 are available for your perusal.

The Almshouses are fully occupied. Various small maintenance jobs have been carried out during the year and the Almshouses are in good order.

We are sorry to announce the retirement of our Secretary/Treasurer, Mrs Edith Moll. Mrs Moll has been a stalwart of the Trust since 1977 and we shall miss the much valued and appreciated contribution which she has made over the years. In view of Mrs Moll's retirement the position of Secretary/Treasurer will fall vacant on April 1st 2016. It is a voluntary position and entails keeping the simple accounts and secretarial duties associated with the Trust, organising on average three meetings a year. Anyone who is interested in taking over the position please contact either Mrs Moll or Mrs Freda Pipes. Although the position is not particularly demanding, it is important and failure to fill it will affect the running of the Almshouses which are an outstanding feature of our village.

Freethorpe First Responders

Report to Freethorpe Parish Council April 2015

The First Responders now have 7 volunteers,. This does not mean that we do not still need more volunteers as several of our group are approaching retirement age.

During the year April 2014 to March 2015 we have been relatively busy and we have attended a total of 147 calls as a group 40 being those in Freethorpe and Wickhampton. It should be pointed out once again that when 999 is called it is not guaranteed that a First Responder will appear. It all depends on the following criteria

1. Is there a Responder on duty?
2. Is the patient over 2 years of age?
3. Is the patient suffering from "Trauma"?
4. Have the Ambulance Control Centre contacted us?

The majority of callouts we receive are for "Shortness of Breath" or "Breathing Difficulties", but we are finding that we are now called out to "Falls". Provided the above criteria is met our Responders will do their best to attend. If the call is for a Cardiac Arrest the Responders will zoom to attend provided someone is on duty. As a group we provide well over 1000 hours per month being on call ready to attend to patients.

The group continues to check the three De Fibs (provided by the group) situated in the villages with the group providing the consumables within the machines.

We would not have been able to continue our volunteer work without the support of the general public. We have during the past twelve months had donations from

Reedham Mountain Rescue and Humpty Dumpty Brewery and we are extremely grateful to anyone who voted for our group in the Lloyds Bank Community Fund "Lottery". For everyone who voted for us online or who went into Lloyds in Acle or

Great Yarmouth and placed a disc in our box a huge “thank you” we were awarded £2000. We have also received donations from everyone through our box in Freethorpe Post Office and also from Billy and Jean George from their Charity Stall We are continuing to arrange for Junior First Aid Training in the three local schools for year 6 children. The best young first Aider receives a shield in memory of Liam Smith who tragically died at an early age whilst a pupil at Reedham School.

The Ambulance Service has slightly changed our remit in that our Responders have been trained to attend young children from the age of 2 years. This has meant that we have upgraded our AED machines.

During the last 12 months the group arranged a course to train anyone in basic first aid and the use of an AED machine and how to administer CPR. We were disappointed that there were so few people who attended. There was no charge for the course and we had hoped for a better turn out.


Margaret Ditcham

Freethorpe First Responders

10th April 2015

Parish Clerk: Stephen Williamson 01493 789422 E-Mail: freethorpe.pc@gmail.com	FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
Parish Council Year 2015-2016		
NOTICE OF A PARISH COUNCIL MEETING		
FREETHORPE VILLAGE HALL - MONDAY 20th APRIL 2015		
NOTE – THIS MEETING WILL BEGIN AT THE CONCLUSION OF THE PRECEDING ANNUAL PARISH MEETING		

AGENDA

NOTE: Given that opportunity for members of the public to speak existed in the preceding meeting, it is not intended to have a public participation section within this meeting – if you do wish to address Council within THIS meeting please indicate this to the Chairman or Clerk		
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 16 th March 2015 will be amended as considered necessary, approved and signed.
4	MATTERS ARISING	The Chairman, Clerk and others as appropriate will update on matters previously discussed with appropriate action as necessary.
5	PLANNING View online www.broadland.gov.uk/plans Insert Ref: 20142083	Land Adj. 139 The Common (Amendments/Full Application). Any further new applications received prior to meeting may be discussed at Council discretion with notifications posted if and as appropriate. Any updates on past applications will be heard.
6	VILLAGE MATTERS	Any general items pertaining to Freethorpe can be discussed and approved with action agreed as appropriate. This is likely to include update on recycling arrangements from April and further information relating to cleaning war memorial.
7	ELECTION 2015	As this will have been covered in the prior meeting, this section will simply approve a separate Minute entry. The date of the Annual Parish Council Meeting will also be confirmed
8	FINANCIAL MATTERS	To approve payments (<i>separate list will be provided</i>).
9	ANNUAL PARISH MEETING	This item is inserted in case any matter arises from the preceding (Annual) meeting which needs immediate attention or action
10	CLERK INFORMATION	The Clerk will bring to notice any items of correspondence and other information received. This is likely to include information on website.
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 9 April 2015

Parish Clerk: Stephen Williamson 01493 789422 E-Mail: freethorpe.pc@gmail.com	FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
PARISH COUNCIL YEAR 2015-2016		
MINUTES OF THE MEETING - MONDAY 20th APRIL 2015		
PRESENT AT THE MEETING		
Councillors: N. Spencer (Chair), D. Lake (Vice-Chair). P. Bacon, J. Church, L. Turner. Clerk: S. Williamson. One Member of the public		

The Meeting commenced at 8.30 p.m.

PUBLIC SECTION	
<p>Although strictly there was no public section (opportunity existed within APM) Mrs Church asked Mr. Fleetwood (Tree Warden) about the roots on the football pitch as there were fears that an accident and insurance claim could result. Mr. Fleetwood stated he was happy to visit again and prepare a safety report, he emphasised there was no need to fell the trees on the edge of the field as they acted as a windbreak. Mr. Lake informed there was a committee meeting in early May and it was agreed that the approaching football close season was the desirable time to tackle the problem</p>	
1:	APOLOGIES FOR ABSENCE
There were none, although it is noted that Mr. Noakes was not present.	
2:	DECLARATIONS
Mrs Turner made a second non-pecuniary declaration relating to Item 5 as she was a close neighbour to the proposed development site. Other than this no declarations additional to those registered with Broadland DC.	
3:	MINUTES
The Minutes of the meeting held in March had been prior circulated – one minor amendment was agreed and afterwards the Minutes approved as a true and accurate record and duly signed.	
4:	MATTERS ARISING
<p>The Clerk reported an update from NCC on the future (from September 2015) of the service, and also updated on recycling with an agreement to be signed with Indigo Waste Services to take over the existing glass recycling bins at the Village Hall. Council agreed to the Chairman signing the form for return to Indigo. The Clerk also stated he had experienced much difficulty in contacting 'Can-Man' at Stalham and an alternative number was provided by Mr. Lake. Council agreed in principle that if difficulties persisted to approach Indigo to offer can recycling as well. The Clerk then stated he had spoken with NALC and ascertained that a website on the 'Norfolk Parishes' system could be arranged at no charge save for a possible call out fee for certain errors. The Clerk informed that this would be a 'http' site rather than 'www' and after some discussion council decided to opt for a domain name of http://freethorpepc.norfolkparishes.gov.uk Although the site was free, training was recommended and Council agreed this to be a sensible idea. (see <i>Item 8 below</i>). Lastly the Clerk informed that three alternative quotations for war memorial cleaning, should be available for discussion in May. Council agreed that Abbey Memorials should be contacted to see if their price issued in Autumn 2014 still stood.</p>	
5:	PLANNING
20142083	<i>Land Adj. 139 The Common (Amendments/Full Application)</i>
<p>The amended plans which now were a full application to be heard by Broadland District Council on 29th April 2015, were viewed thoroughly. In general the Parish Council approved of the new design features and were pleased to see that at least some of the suggestions made in the response in March had been 'taken on board'. Council were still concerned about the split of 1/2/3 bedroom homes, but it was appreciated that a</p>	

Parish Clerk: Stephen Williamson 01493 789422 E-Mail: freethorpe.pc@gmail.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 18th MAY 2015 – 7.45 pm

PRIOR TO THE MEETING ALL ELECTED COUNCILLORS WILL SIGN ACCEPTANCE OF OFFICE FORM SUPPLIED

ITEM 1 WILL BE CHAIRED BY THE OUTGOING CHAIR OF THE PARISH COUNCIL OR NOMINATED DEPUTY
ITEM 2 ONWARDS WILL BE CHAIRED BY THE NEWLY ELECTED CHAIR OR NOMINATED COUNCILLOR

1	Election of Chairman (1):	<i>Nominations are invited for the post of Parish Chair for 2015/2016</i>
2	Election of Chairman (2):	<i>To elect a Councillor to Chair the rest of this meeting ONLY</i>
3	Apologies For Absence:	<i>Apologies with reasons for absence will be taken/recorded.</i>
4	Code Of Conduct:	<i>Elected Councillors will be asked to sign the Code of Conduct forms required under the 2011 Localism Act and 2012 implementation</i>
5	Co-options:	<i>Council are now free to co-opt up to three new members to Council. Those co-opted will also sign Acceptance of Office & Code of Conduct Forms supplied (see above)</i>
6	Declarations:	<i>Councillors will be handed new declaration forms to complete and return to The Clerk within 21 days. (Note it is now a CRIMINAL offence not to register Interests within 28 days of this meeting)</i>
7	Financial:	<i>Confirmation of RFO / Internal Auditor/ Accounts Monitor (Optional) also to confirm for the Minutes names of other cheque signatories</i>
8	Committees:	<i>Any existing Committees to be confirmed, or new ones formed</i>
9	Working Parties:	<i>Any existing Working Parties to be confirmed, or new ones formed</i>
10	Standing Orders:	<i>Council will adopt and/or agree to amend Standing Orders</i>
11	Financial Regulations:	<i>Council will adopt and/or agree to amend Financial Regulations</i>
12	Risk Assessment & Other Documents:	<i>To confirm and/or authorise update of Risk Assessment and other recommended documentation for the Parish Council are in place and/or to authorise any formation, amendments or updating as appropriate. To arrange that electronic or printed copies will be available to Councillors.</i>
13	Contact:	<i>To ensure that addresses, telephone numbers and e-mail addresses etc. of all Councillors are available to the Parish Clerk and that contact details for the Parish Clerk are available to all Councillors. Councillors to confirm willingness to have contact information displayed on notice board(s) and/or Parish Council website.</i>

Signed: 13 May 2015		Parish Clerk 01493 789422. freethorpe.pc@gmail.com
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Parish Clerk: Stephen Williamson 01493 789422 E-Mail: freethorpe.pc@gmail.com	FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
PARISH COUNCIL YEAR 2015-2016		
MINUTES OF THE ANNUAL PARISH COUNCIL MEETING MONDAY 18th MAY 2015		
PRIOR TO MEETING THOSE COUNCILLORS PRESENT SIGNED ACCEPTANCE OF OFFICE FORMS		
PRESENT AT THE MEETING		
P. Bacon, J. Church, L. Turner. Clerk: S. Williamson. Three Members of the public		

The Meeting commenced at 7.45 p.m. It was duly noted that there had been no Parish Election on 7th May with Messrs. Bacon & Lake, plus Mrs Church and Mrs Turner, elected unopposed.

1:	ELECTION OF CHAIR (1)
Mr. David Lake, having previously agreed, was unanimously elected in his absence as Chairman for 2015-16. Council decided to leave the position of Vice-Chair vacant for the time being.	
2:	ELECTION OF CHAIR (2)
Mrs Janet Church was elected as Chair for this meeting.	
3:	APOLOGIES FOR ABSENCE
Mr. David Lake (business commitment), Mr. Nick Spencer (family emergency). Apologies accepted. Apology had also been prior received from NCC Councillor Brian Iles.	
4:	CODE OF CONDUCT
Mrs Church, Mrs Turner and Mr. Bacon duly signed the Freethorpe Code of Conduct paperwork. The Clerk informed that he had been unable to ascertain if the 2012 error whereby Members may not be empowered to fix budgets etc., had been corrected. On this basis Council agreed to sign paperwork dealing with this to ensure that no problems in this respect would occur later in the year.	
5:	CO-OPTIONS
Mr. Gary Noakes (having missed election nomination deadline) agreed to be co-opted on to the Parish Council for a further term. Mr. Spencer had also agreed similarly although his co-option needed to be confirmed at the next available meeting. Those Councillors present were given the Broadland Declaration paperwork with request that these were completed by mid-June, and a reminder that not to do so was now a criminal offence.	
6:	DECLARATIONS
There were no declarations additional to those registered or to be registered with Broadland District Council	
7:	FINANCIAL
Mr. Stephen Williamson was re-appointed as Responsible Financial Officer. Mrs Linda Boyle (subject to her acceptance) was confirmed as internal auditor. Council were informed that Mr. Spencer had agreed to oversee the matter of Clerk's pay in relation to declarations to HMRC	
8:	COMMITTEES
There were none currently in existence, and no immediate plans to form any.	

9:	WORKING PARTIES
There were none currently in existence, and no immediate plans to form any.	

10:	STANDING ORDERS
Council unanimously accepted and re-affirmed adherence to existing Standing Orders for the time being, this until such time as updated Standing Orders (to 2015) were ready for adoption	

11:	FINANCIAL REGULATIONS
Council unanimously accepted and re-affirmed adherence to existing Financial Regulations for the time being, this until such time as updated Financial Regulations (to 2015) were ready for adoption	

12:	RISK ASSESSMENT & OTHER DOCUMENTS
The Clerk informed that Mazars had indicated they were not completely happy with the Risk Assessment compiled in 2014. The Clerk had ascertained that a template was available from NALC and this together with other recommended documentation would be brought to Council later in the year	


13:	CONTACTS
The Councillor and contact information was checked, and the Clerk confirmed that copies would be distributed.	

The Meeting closed at 8.05 p.m.

<i>Signed after agreed amendment and approval by Council as being a true and accurate record by the Chair of the meeting or authorised deputy</i>		Dated:
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Parish Clerk: Stephen Williamson 01493 789422 E-Mail: freethorpe.pc@gmail.com	FREETHORPE Parish Council <i>Chair: TBA</i> <i>Vice-Chair: TBA</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
NOTICE OF A PARISH COUNCIL MEETING		
FREETHORPE VILLAGE HALL - MONDAY 18th MAY 2015		
NOTE – THIS MEETING WILL BEGIN AT THE CONCLUSION OF THE PRECEDING ANNUAL 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(s)		
1	CHAIRMAN:	To elect a Chairman for this meeting only
2	MINUTES	Minutes of the meeting held on 20 th April will be amended as considered necessary, approved and signed.
3	MATTERS ARISING	The Clerk and others as appropriate will update on matters previously discussed with appropriate action as necessary.
4	PLANNING <i>View online</i> www.broadland.gov.uk/plans <i>Code Number: 20150588</i>	122 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 conveyed
5	MEMORIAL CLEAN/ VILLAGE MATTERS	The quotations for cleaning the war memorial can be viewed and discussed and a decision made if and as appropriate. Any other general items pertaining to Freethorpe can be discussed and approved with action agreed as appropriate. This is likely to include update on recycling arrangements.
6	FINANCIAL MATTERS	To approve payments (<i>separate list will be provided</i>).
7	CLERK INFORMATION	The Clerk will bring to notice any items of correspondence received.
8	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 13 May 2015

Parish Clerk: Stephen Williamson 01493 789422 E-Mail: freethorpe.pc@gmail.com	FREETHORPE Parish Council <i>Chair: David Lake</i> <i>Vice-Chair: TBA</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
PARISH COUNCIL YEAR 2015-2016		
MINUTES OF THE MEETING - MONDAY 18th MAY 2015		
PRESENT AT THE MEETING		
Councillors: P. Bacon, J. Church, G. Noakes, L. Turner. Clerk: S. Williamson. Two Members of the public		

The Meeting commenced at 8.07 p.m.

1:	CHAIRMAN
With Mr. Lake absent, Mrs Church agreed to Chair this meeting.	

PUBLIC SECTION
<p>Within this section Mr. Stephen Smith explained more about the planned erection of a mobile mast on land owned by the Parish Council but managed by the Hall Trustees. An initial draft contract had been prepared, basically to engage due diligence. It was possible that the Parish Council may be responsible for registering the land. At this time a figure of £28,000 would be paid for a 30 year lease. As well as the obvious financial benefit, the whole area would benefit from improved mobile signal.</p> <p>Mr. Grant Nurden introduced himself as the newly elected District Councillor and read a short statement informing that the Conservative Party now had 43 of the 47 District Council seats. He made it clear that he wished to work with Freethorpe and other local Parishes on community matters, including co-operation between local Parishes where appropriate. On news he mentioned Better Broadband and also the start of the Northern Distributor Road which was commencing. One query was to try and ascertain what was in progress behind houses 64-70 on The Common – no plans on website, nothing coming to Parish Council. <i>Note: A copy of the statement is placed within the Minute Book for future public record.</i></p>

2:	MINUTES
The Minutes of the meeting held on 20 th April had been prior circulated. No amendments were deemed necessary and the Minutes were accepted as a true and accurate record and duly signed.	

3:	MATTERS ARISING
One or two Councillors had read the Annual Parish Meeting Minutes (due to be signed in 2016) and had no alterations. Indigo had been duly appointed as recycling company (<i>Can-Man Stalham still unavailable</i>). They were taking over the existing bins by arrangement. The registration with NCC had been received. No news on envisaged website owing to unavailability of NALC, similar situation on registration for the wordpress course, cheque retained by Clerk. Broken sign reported to NCC Highways but still with Mrs Church.	

4:	PLANNING		
20150588	122 The Common	S/S Front Extension	
Despite the clerk requesting and verbally being granted a short time extension, it was understood that approval from Broadland had already been granted. On other matters the Clerk had been unable to ascertain any update concerning land at 139 The Common. On enforcement matters there was an outstanding complaint concerning 53 Chapelfield (large shed), and a high fence on concrete base at 47 Chapelfield, both cases recently opened. The file on land rear of 62 Chapelfield had been closed (outstanding conditions met)			

5:	MEMORIAL CLEAN & VILLAGE MATTERS
Councillors had been sent copies of the quotations. It was immediately obvious that the quotations were	

vastly different, partly because the amount of work to be done varied considerably. On the face of things the quotes from Abbey and Arthur Jary seemed the most likely, Clerk to request Arthur Jary to upgrade work to match the quotation from Abbey Memorials so that a proper comparison could be made at a future meeting.

6:	FINANCIAL MATTERS & PAYMENTS
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The Clerk informed that he had been speaking with the Chairman to ensure that the PC didn't fall into HMRC problems again, and I would also be speaking to him about the new workplace pensions although by the time these are due to start the Clerk would be past retirement age, so the whole thing may be without purpose. The Clerk stated that when the opportunity arose he would of course opt out. The accounts for 2014-15 are underway. Just one cheque this evening – Clerk salary. The first part of the 2015-16 Precept had been received. explaining the goodly balance, cheque written for training and NALC subscription were not sent until recently (problems at NALC Norwich), and the cheque for £1,000 to Village Hall is not on the statement.

S.A. Williamson – Salary (£155.66) & Allowance (£27.08) May 2015	£182.74
TOTAL	£182.74

CURRENT ACCOUNT BANK BALANCE AT LAST STATEMENT (2/5/15)	£18,371.82
RESERVE ACCOUNT (2/4/15)	£1,934.86

7:	CLERK INFORMATION/CORRESPONDENCE
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There was no information to pass on that had not already been covered

8:	COUNCILLORS COMMENTS/FUTURE AGENDA
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A forthcoming Brownie Coffee Morning was mentioned. Councillors talked generally about the possible financial windfall that may come as a result of the mast erection. It was strongly felt that one area that could benefit would be to upgrade play equipment at the Village Hall. Initially the Clerk was asked to obtain some initial information, he however stated that seldom a month went by without some contact from suppliers, and in his opinion the Council needed to come up with ideas before estimates could be obtained. The idea of also purchasing a speed indicator for the village was also felt to be worth investigating.

The Meeting closed at 8.50 p.m. At the end of the meeting Mr. Gary Thompson who had been invited to attend and observe prior to deciding if he wished to join the Parish Council, confirmed that he would like to. He duly signed the Acceptance of Office form and other relevant paperwork.

<i>Signed after agreed amendment and approval by Council as being a true and accurate record by the Chair of the meeting or authorised deputy</i>		Dated:
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Parish Clerk: Stephen Williamson 01493 789422 E-Mail: freethorpe.pc@gmail.com	FREETHORPE Parish Council <i>Chair: David Lake</i> <i>Vice-Chair: TBA</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
NOTICE OF A PARISH COUNCIL MEETING FREETHORPE VILLAGE HALL - MONDAY 15th JUNE 2015		

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(s)		
1	CHAIRMAN/VICE CHAIR/NEW COUNCILLOR	To accept Mr. Lake's resignation as Chair to the Parish Council and to elect a new Chairman for the remainder of 2015-16. To elect a Vice-Chair for the same period. To formally welcome Gary Thompson as a new Freethorpe Parish Councillor
2	PAPERWORK	To deal with any Councillor confirmation forms outstanding from May
3	APOLOGIES	Apologies for absence from the meeting will be taken and recorded
4	DECLARATIONS	Members to confirm completion of new declaration forms as appropriate or that this in hand. To declare any additional pecuniary and/or non-pecuniary interests that may affect any agenda item below, and not previously declared to Broadland District Council
5	MINUTES	Minutes of the Annual Parish Council meeting held on 18 th May 2015 will be approved for signature. Minutes of the Parish meeting held on 18 th May 2015 will be amended as necessary, approved and signed.
6	MATTERS ARISING	The Chairman, Clerk and others as appropriate will update on matters previously discussed with appropriate action as necessary.
7	PLANNING View online www.broadland.gov.uk/plans (insert application number)	47 Chapelfield - Boundary Fence (Retrospective) - 20150719 100 The Common – Porch - 20150759 Pump Cottage, 71 The Green – Side extension - 20150818 Any further new applications received prior to meeting may be discussed at Council discretion. Updates on past applications.
8	VILLAGE MATTERS	Any general items pertaining to Freethorpe can be discussed and approved with action agreed as appropriate. Likely to include further consideration of quotations for war memorial cleaning & new website
9	ACCOUNTS/AUDIT 2014-2015	It is anticipated that the accounts and audit return will be ready for final completion, approval and signature. If not arrangements will be put in hand to sign and approve by the end of June
10	FINANCIAL MATTERS	To approve payments of outstanding invoices and authorise (<i>separate list will be provided</i>).
11	TRAINING	With a new Councillor, the subject of NALC training can be discussed and the Clerk requests to know if any other Councillors would like 'refreshers'. Also if up to date Good Councillor Guides are required.
12	CLERK INFORMATION	The Clerk will bring to notice any items of correspondence received as well as information of local interest.
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:		 Parish Clerk 10 June 2015

Parish Clerk: Stephen Williamson 01493 789422 E-Mail: freethorpe.pc@gmail.com	FREETHORPE Parish Council <i>At Outset Of Meeting</i> <i>Chair: David Lake</i> <i>Vice-Chair: TBA</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
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PARISH COUNCIL YEAR 2015-2016

MINUTES OF THE MEETING - MONDAY 15th JUNE 2015

PRESENT AT THE MEETING

Councillors: D. Lake (Chair)
P. Bacon, J. Church, G. Thompson, L. Turner.
NCC Councillor: B. Iles Broadland District Councillor: G. Nurden
Clerk: S. Williamson. Two members of the public

Prior to Commencement Mr. N. Spencer signed Acceptance of Office Form and re-joined the Council

The Meeting commenced at 7.50 p.m. Mr. D. Lake in the Chair.

PUBLIC SECTION

Mr. Brian Iles (NCC) first apologised for lack of attendance during past 2-3 meetings. Although NCC had not been involved in elections during May, two by-elections were coming up, which he felt was likely to bring the Conservative party closer to the Rainbow Alliance in terms of numbers. There were £161 million of savings to be found in the next three years, he stated the wish to maintain balance between education and older person services, but did state that non-mandatory services were likely to be lessened considerably. Highways had no capital but did have a reasonable maintenance budget. The 50/50 Partnership scheme would be running again in 2015/16 and details would shortly be available.

Mr. Grant Nurden for Broadland informed that he had been placed on three committees as well as an environmental panel whilst also being a reserve for the planning committee. There were likely changes in the Community Grant Scheme, as well as an extension to the residency requirement to join the waiting list. *Note: a full copy of the report is placed in the Minute Book*

The meeting under standing orders commenced at 8.05 p.m.

1:	CHAIRMAN/VICE CHAIR/NEW COUNCILLOR
Confirming prior report, Mr. David Lake informed of his intention to stand down as Chair to the Parish Council, but was happy to re-assume Vice-Chair role. Resignation accepted. Nominations as Chair were called for, the only one being Mr. Nick Spencer who was elected unanimously. Mr. Lake was also elected unanimously as Vice Chair. Mr. Spencer took the Chair for the remainder of the meeting. Mr. Thompson was formally welcomed as the new Parish Councillor which brought the Council back to full strength.	
2:	OUTSTANDING PAPERWORK
What paperwork remained from May was distributed and collected as appropriate	
3:	APOLOGIES FOR ABSENCE
Mr. G. Noakes (holiday). Apologies had been received also from Tree Warden John Fleetwood, who reported via the Clerk that the school were entering a competition at the Royal Norfolk Show to display knowledge of apples – including old English varieties, and how to grow them.	
4:	DECLARATIONS
The formal declaration paperwork was collected from four Councillors, paperwork was handed to Mr. Lake and Mr. Spencer. Paperwork from Mr. Noakes (not at meeting) was not available. The Clerk warned that it was now a criminal offence not to make the declarations. There were no other declarations specific to the meeting and to agenda items below.	

5:	MINUTES
<p>The Minutes of the Annual Parish Council Meeting and also the general Parish Council Meeting, both held on 18th May had been prior circulated. To accept both sets of Minutes as a true and accurate record – Vote: 3 For, 3 Abstentions (2 not Parish Councillors at time, 1 absent from meeting), 0 Against. Carried. The Minutes were duly signed by Councillor Janet Church who had chaired both meetings.</p>	

6:	MATTERS ARISING
<p>The Clerk informed that progress on the introduction of a website was slow but moving in right direction. The Clerk training was due towards end of month. On the War memorial a revised quote was awaited from Arthur Jary. Mrs Church informed that the broken sign had been collected but probably couldn't be re-used. A reminder had been given to Broadland and was being passed on. In the meantime Council approved the Clerk idea to at least ask Garden Guardian to look at the site and quote for clearance and maintenance.</p>	

7:	PLANNING		
<i>20150719</i>	<i>47 Chapelfield</i>	<i>Boundary Fence (Retrospective)</i>	
Council supported the application on the understanding that the grit bin and road sign would stay.			
<i>20150759</i>	<i>100 The Common</i>	<i>Porch</i>	
No objections to the proposal and it was felt this would actually improve the house and area generally.			
<i>20150818</i>	<i>Pump Cottage, 71 The Green</i>	<i>Side extension</i>	
The Council felt unable to support the application as it was felt to be not in keeping with listed building status.			
In addition to the above, the Clerk informed of a memo from Broadland stating that the application for new homes on land adj. To 139 The Common had been approved subject to legal agreement relating to Heads of Terms for Affordable Housing and Commuted sums for Green infrastructure and recreation provision.			

8:	VILLAGE MATTERS
The police report for May had seen one reported crime (criminal damage to a dwelling), this was being dealt with accordingly. The Clerk also confirmed the 5 day road closure previously reported to two Councillors.	

9:	ACCOUNTS/AUDIT 2014-2015
<p>The accounts for 2014-15 as well as the paperwork for Mazars had been completed with main pages copied to Councillors over the weekend. Councillors were happy to approve signature to both sets of documents and this was duly done by the Chairman and Clerk/RFO. The Clerk reported that he had in hand a far greater and more far-reaching risk assessment document which Mazars had requested at the last Audit. <i>Note: copies of the accounts and the Mazars Return are within the Minute Book.</i></p>	

10:	FINANCIAL MATTERS & PAYMENTS	
<p>The Clerk explained that the balance shown below DID include the £1,000 extra donation to the Village Hall which had not been banked as at 2 May Statement, but did NOT include subscription to NALC for 2015-16 nor the wordpress course fee. May salary cheque awaited as this couldn't be counter-signed at the meeting. The true balance before deduction of payments itemised below is about £400 below stated amount. The Clerk then asked for a decision over insurance renewal as the initial three year fixed agreement had now expired. Council agreed unanimously to start a new 3-year agreement at the sum of £850.27 p.a.</p> <p>The VAT reclaim for 2014-15 had been sent – much lower than the past two years as there was no claim for things like Wickhampton play area and Village Hall work. Only Mazars/Garden Guardian VAT can be claimed back – together about £300. Lastly the Clerk asked that in future his salary be paid by standing order, this would simplify matters greatly not least from HMRC declarations, keeping bank balances more up to date, and also take away the current necessity of writing a post dated cheque to cover August when Council didn't meet. Clerk suggested the 18th as payment day. This was agreed and a letter of authority signed.</p>		
S.A. Williamson – Salary (£155.66) & Allowance (£27.08) June 2015		£182.74
Linda Boyle – Internal Audit Fee for 2014-15		£170.00
Insurance Renewal for 2015-2016		£850.27
		TOTAL
		£1,203.01

11:	TRAINING
The Clerk asked if Mr. Thompson was prepared to undergo NALC training (affirmative) and asked if other Councillors wished to consider 'refresher' courses. This was declined but Council did ask to receive the website link for the Good Councillor Guide, Mr. Thompson handed a 'book' copy.	

12:	CLERK INFORMATION/CORRESPONDENCE
The Clerk informed of a letter from Broadland concerning the Development Plan Document and agreed to send copies of the link to Councillors. A letter from Katie Downes on behalf of Freethorpe children attending Acle Academy relating to state of play equipment (<i>Clerk to reply</i>). A letter from the Rev'd Martin Greenland about the new Acle & Bure to Yare Benefice. (<i>Clerk to reply – copy of letter within Minute Book</i>), a repeat letter concerning Council appointing a youth engagement officer (<i>details to be given to Mr. Thompson</i>). Lastly a letter of complaint to Brian Iles copied to the Parish Council with concerns over the narrow footpath on Chapelfield. Some hedge cutting carried out (<i>Mr. Iles dealing, but simply to money for such projects</i>).	


13:	COUNCILLORS COMMENTS/FUTURE AGENDA
The tree roots on the football pitch mentioned – John Fleetwood the best person to contact by committee, also Wickhampton signage. The next meeting was scheduled for July 19 th	

The Meeting closed at 9.05 p.m.

<i>Signed after agreed amendment and approval by Council as being a true and accurate record by the Chair of the meeting or authorised deputy</i>		Dated:
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Parish Clerk: Stephen Williamson 01493 789422 E-Mail: freethorpe.pc@gmail.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 20th JULY 2015		

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(s)		
1	APOLOGIES	Apologies for absence from the meeting will be taken and recorded
2	DECLARATIONS	Outstanding declarations of interest to be collected for onward delivery to Broadland. 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 15 th June 2015 will be amended as considered necessary, approved and signed.
4	MATTERS ARISING	The Chairman, Clerk and others as appropriate will update on matters previously discussed with appropriate action as necessary.
5	PLANNING View Online www.broadland.gov.uk/plans Insert Ref No.	<i>The Stores, 61 The Common Ref: 20150939 (Outbuilding conversion to garage/Erection of wall). Poppy Place, Halvergate Road Ref: 20150982 (Two extensions & new garage).</i> Any further new applications received prior to meeting may be discussed at Council discretion with notifications posted as appropriate.
6	WAR MEMORIAL	With new quote received, Council are now in a position to agree the cleaning and restoration of the memorial
7	SPEEDING SIGN/ GRANT APPLICATION	Council to decide whether to proceed with grant application for 50/50 partnership with NCC to purchase a portable speed sign (<i>Final decision whether to purchase can be made once outcome of grant is known</i>)
8	OTHER VILLAGE MATTERS	Any general items pertaining to Freethorpe can be discussed and approved with action agreed as appropriate. This is likely to include how to progress the situation in Walpole Way
9	FINANCIAL MATTERS	To approve payments (<i>separate list will be provided</i>).
10	CLERK INFORMATION	The Clerk will bring to notice any items of correspondence received.
11	AUGUST RECESS	Council to authorise Chair/Vice Chair/Clerk and others as appropriate to deal with urgent matters (mainly planning/finance) during August.
12	COUNCILLORS COMMENTS	Members of Council may bring to the attention of the Chairman or Clerk, any matters they feel need actions/suggestions for next agenda.
Signed:		Parish Clerk 15 July 2015
		

Parish Clerk: Stephen Williamson 01493 789422 E-Mail: freethorpe.pc@gmail.com	FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
PARISH COUNCIL YEAR 2015-2016		
MINUTES OF THE MEETING - MONDAY 20th JULY 2015		
PRESENT AT THE MEETING		
Councillors: N. Spencer (Chair), D. Lake (Vice-Chair). P. Bacon, J. Church, G. Thompson, L. Turner. NCC Councillor: B. Iles Broadland District Councillor: G. Nurden Clerk: S. Williamson. Three Members of the public		

The Meeting commenced at 7.53 p.m.

PUBLIC SECTION	
Mr. Brian Iles informed that following recent by-election the Rainbow Alliance at NCC had an overall majority of just two. The continuing cuts in expenditure went on and confirmed that NCC Highways had no money for any new projects, only for road repairs/potholes etc. Mr. Nurden (Broadland) stated that a detailed plan for savings and cuts between 2016 & 2020 was underway, that the finance for a crime reduction scheme was being cut by £2,000. Council tax likely to be frozen until 2018, also that there was a keenness to appoint young persons to speak for the youth within villages. Although unable to be present the Tree Warden had left a report with the Clerk informing that the school had come second in a challenge at the Norfolk Show, and also that MKM Building Supplies had donated timber with which he was making flower boxes, Cantley (British) Sugar were funding top soil.	
1:	APOLOGIES FOR ABSENCE
Councillor G. Noakes, apology accepted unanimously. Apology also from 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 15 th June had been prior circulated. There were no further amendments deemed necessary and the Minutes were accepted as a true and accurate record. The Minutes were signed.	
4:	MATTERS ARISING
The Clerk confirmed that the new insurance confirmation and schedule for 2015-2016 had arrived and been checked. All seemed in order.	
5:	PLANNING
20150939 – The Stores, 61 The Common	<i>Outbuilding conversion to garage and erection of wall</i>
Council had no objections to the proposals on this application	
20150982 – Poppy Place, Halvergate Rd	<i>Two extensions and new garage</i>
Council had no objections to the proposals on this application	
On the previous application for Pump Cottage, 71, The Green, a delegated report sheet had been procured stating there had been no comment from the Parish Council. The Clerk confirmed that a response in order with Council's wishes had been made before due date (<i>The Council felt unable to support the application as it was felt to be not in keeping with listed building status</i>) and promised to bring the matter to the attention of Broadland Planning. On enforcement matters, Clerk informed that there was no breach on 53 Chapelfield, and no breach on 81-83 The Common, but reported breach on 47 Chapelfield (high fence) was still being investigated by Broadland.	

6:	WAR MEMORIAL
The Council now furnished with three quotations for cleaning of war memorial chose to award the contract to Arthur Jary & Sons in the sum of £1,110.00 plus VAT. Clerk to write and confirm to the company.	

7:	SPEEDING SIGN/GRANT APPLICATION
Council had debated this matter before and generally agreed that the 'SAM 2" sign supplied by Westcotec (as recommended by NCC) would probably be the type and model of sign to go for. This would be at a cost of approximately £2,800, and suitable posts at £89 each (three) would be required. There would probably also be the need for two additional brackets @ £80 each, but it was felt that the upgrade to record data was not particularly required. The logistics as to placement, battery charging, changing location (as required by NCC rules) could be discussed at a later date. The important thing was to apply for the 50/50 grant and Council agreed to do this at a suitable sum equating to half of the likely costs above. Council had not dismissed the possibility of going for a permanent sign instead but costs (posts/brackets excluded) were similar.	

8:	OTHER VILLAGE MATTERS
The Clerk confirmed about the letter received from 'children of the village', about the poor state of play equipment behind the village hall and the Clerk had responded as positively as possible bearing in mind the very heavy costs involved of repairs and renewal. He had mentioned that there were hopes of additional money coming to the village in the shape of receipts from a possible mast being erected for telephone signals. On the matter of Walpole Way, Council agreed to fund a tidy up of the land at £60 plus VAT with additional cuts as necessary for the remainder of the year @ £20 each plus VAT. It was felt that the Council could not fund this indefinitely and it was suggested that residents in Walpole Way be written to, explaining the situation and hoping they would take things over from 2016. Broadland to be informed of actions.	

9:	FINANCIAL MATTERS & PAYMENTS
The Clerk reported the income of £306.00 (VAT Claim) and £168.07 from Broadland which would probably be the last recycling payment. Outgoings were agreed as below.	
S.A. Williamson – Salary (£155.66) plus allowance (£27.08) scheduled S/O 18 th July	
NPTP (Training fee for new Councillor	
TOTAL	
£227.74	
CURRENT ACCOUNT BANK BALANCE RECEIVED BY TELEPHONE (15 July)	
£16,398.85	

10:	CLERK INFORMATION/CORRESPONDENCE
The police report for the month of June 2015 showed one crime (theft of heating oil) recorded. On other matters, Mr. Thompson was in touch with MAP Youth Worker Danny Whitehouse, Clerk to confirm existence of three notice boards within the Parish (including Wickhampton), also a Scams awareness programme.	

11:	AUGUST RECESS
Council agreed unanimously to allow Chair, Vice-Chair and Clerk to deal with important matters during the recess month as necessary and without reference to other Council members as appropriate.	


12:	COUNCILLORS COMMENTS/FUTURE AGENDA
Council heard that the sum of £1,680.39 (banked) had been received from the fete.	

The Meeting closed at 8.55 p.m.

<i>Signed after agreed amendment and approval by Council as being a true and accurate record by the Chair of the meeting or authorised deputy</i>		Dated:
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Parish Clerk: Stephen Williamson 01493 789422 E-Mail: freethorpe.pc@gmail.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 21st SEPTEMBER 2015 – 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(s)		
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 20 th July 2015 will be amended as considered necessary, approved and signed.
4	MATTERS ARISING	The Chairman, Clerk and others as appropriate will update on matters previously discussed with appropriate action as necessary. This will include any matters arising and dealt with during August recess.
5	TREE WARDEN SCHEMES	Tree Warden John Fleetwood has made suggestions about a Junior Tree Warden scheme and also a second Tree Warden for the Parish
6	PLANNING <i>View Online</i> www.broadland.gov.uk/plans <i>and insert the reference number shown by each application</i>	20151361 – 5 Old Chapel Rd – replace wall (time extn requested) 20151473 – 2 Church Farm Barns – erection of gate 20151480 – 21 Youngs Crescent – S/S/ rear extension 20151455 – Lower Green – mast erection and associated 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 reported.
7	VILLAGE MATTERS & UPDATE	Any general items pertaining to Freethorpe can be discussed and approved with action agreed as appropriate. Discussion and proposal about a new notice board, update on war memorial refurbishment and updates on Walpole Way and proposed speeding sign/grant application.
8	FINANCIAL MATTERS	To accept financial report discuss other financial matters as/if appropriate and approve payments (<i>separate list will be provided</i>).
9	CLERK INFORMATION	The Clerk will bring to notice any items of correspondence received.
10	OCTOBER MEETING	As the Clerk is not available for the October meeting, Council to decide whether to go ahead with meeting or change date.
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 16 September 2015

Parish Clerk: Stephen Williamson 01493 789422 E-Mail: <u>freethorpe.pc@gmail.com</u>	FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
PARISH COUNCIL YEAR 2015-2016		
MINUTES OF THE MEETING - MONDAY 21st SEPTEMBER 2015		
PRESENT AT THE MEETING		
Councillors: N. Spencer (Chair), D. Lake (Vice-Chair). P. Bacon, J. Church, G. Thompson, L. Turner. NCC Councillor: B. Iles Broadland District Councillor: G. Nurden Tree Warden: John Fleetwood Clerk: S. Williamson. One Member of the public		

The Meeting commenced at 7.46 p.m.

PUBLIC SECTION	
<p>NCC Councillor Brian Iles informed of new speeding bin stickers that were more user friendly and more noticeable than old ones, indicating some should be available to Freethorpe shortly (example to be sent to the Clerk). On a recent EDT meeting, Mr. Iles reported proposals for money saving, most of which went through, savings of some £9 million in two sections, his own committees were well advanced to match savings needed.</p> <p>Broadland Councillor Grant Nurdin had visited the recycling plant at Costessey which had received an environmental excellence award with a contamination rate of just 9%. The main problems the plant was still facing included non-rinsed food containers. He informed there was an 'amnesty' collection scheduled for 28th October with items for collection to be available from 7 a.m. that day, large items could be included. <i>(Note: a copy of the full report is placed within the Minute Book for public record – not as part of the Minutes)</i></p> <p>Tree Warden John Fleetwood reported that Freethorpe School had come second at the Royal Norfolk Show, he had heard nothing about the poplars on the playing field, but understood someone had, or was scheduled to visit from Broadland. He was not able to be present at the forthcoming tree warden conference, but had found a sponsor for a proposed apple orchard to be cultivated at the school.</p>	
1:	APOLOGIES FOR ABSENCE
Councillor Gary Noakes – apology accepted unanimously.	
2:	DECLARATIONS
Mr. Gary Thompson declared a partial interest in agenda item 6 (owner of one of the planning application properties). No other declarations additional to those registered with Broadland District Council.	
3:	MINUTES
The Minutes of the meeting held on 20 th July had been prior circulated, no further amendments were found to be necessary. Council accepted the Minutes as a true and accurate record, unanimously – duly signed.	
4:	MATTERS ARISING
The Clerk confirmed that the application for a 50/50 grant had been lodged with NCC and acknowledged, the total figure encompassing up to three posts and additional brackets was £3,310.00 (Westcotec pricing) and hence the grant application was in the sum of £1,654.00.	
5:	TREE WARDEN SCHEMES
John Fleetwood had lodged paperwork for two new schemes for Council consideration, one of these was to report that another local person had expressed interest in coming a tree warden and a second tree warden for Freethorpe/Wickhampton would allow catering for larger projects as well as providing a degree of planning for the future. The second proposal was to institute a Freethorpe/Wickhampton Junior Tree Warden Project	

with the assistance of the school, there would be weekly sessions with some guest speakers, he hoped that parents too would be encouraged to support the scheme which would also focus on general conservation matters. Mr. Fleetwood expressed his view that children learned about the countryside by watching computer screens, and he hoped to change that philosophy by introducing the more practical options. The Council unanimously supported both schemes. *(Note: Copy of the paperwork outlining the schemes will be placed within the Minute Book for public record, but will not become part of these Minutes).*

6:	PLANNING	
20151473	2 Church Farm Barns, The Green	Erection of gate
Council had no objection concerning this proposal.		
20151361	5 Old Chapel Road	Remove existing wall/replace with higher one
Despite requesting a time extension, this proposal had apparently already been approved by Broadland		
20151455	Land at Lower Green	Erection of a monopole for mobile telephone transmissions
This was on the site of the sub-station by the reservoir pond. This was for a different company than the one with whom negotiations and plans were ongoing to erect on the field by the village hall, which would bring many community benefits including money for improvements to play area. The Council whilst being kept informed of progress on this, were unaware of the exact situation at the present time. The Council felt it could not support the proposal on the grounds that there was an existing mast, and objected to proposals on the grounds that the above scheme was going through due process.		
20151480	21 Youngs Crescent	S/S rear extension
This was the property of Councillor G. Thompson who had declared due interest (agenda item 2) and left the room temporarily. Council had no objections and fully supported the application		
There were no updates, although the Chairman did report that had spoken with Mr. Thirkettle at Broadland to register that the Council were unhappy with lack of consultation on the Southwood Hall project.		

7:	VILLAGE MATTERS & UPDATE
The Clerk confirmed that Garden Guardian had accepted the work proposed to clear and maintain the land in Walpole Way. A letter had been prepared to the effect that the Council would pay for this initial work and any maintenance until the end of 2015, and inviting Walpole Way residents to make their own arrangements from 2016 onwards. Councillor Thompson agreed to arrange delivery of this approved letter. On the matter of a new notice-board to replace the existing one on Mr. Gary Stone's property, the Clerk had searched the Internet and Council approved the purchase of a new board from XL Displays at an estimated cost of £193.20 (including VAT) with estimated shipping costs of £34.80. The Clerk was advanced the sum of £225.00 with any balance to be paid at a later date once full (receipted) cost established.	

8:	FINANCIAL MATTERS & PAYMENTS	
The Clerk reported that some queries had been raised by Mazars, most of them seeking further information on the larger income/outgoings figures against preceding year (to do with grants coming via PC). On other points raised the Clerk gave his view most seemed to be the product of an over-enthusiastic operative. On viewing the letter the Chairman inclined to agree and Council decided to approach Linda Boyle for her comments prior to responding. On other matters the Clerk stated it was all fairly quiet on the financial front, the good news being that the Parish Council had received a New Homes Bonus from Broadland in the sum of £555.26 and this sum is in addition to the bank balance show below. The second half of the precept due to arrive at the end of the month (about £5,250) meaning that the Parish balance come the end of the month will exceed £20,000 – less one of the salary figures show below and the Arthur Jary account (being held pending report of satisfaction). The Clerk suggested that annual donations were paid at the next meeting.		
S.A. Williamson – Salary (£155.66) plus allowance (£27.08) S/O 18 th August		£182.74
S.A. Williamson – Salary (£155.66) plus allowance (£27.08) scheduled S/O 18 th September		£182.74
Arthur Jary & Sons - restoration work at war memorial – <i>VAT content = £222.00</i>		£1,322.00
S.A. Williamson – initial (part) payment for new notice board to be ordered		£225.00
		TOTAL
		£1,912.48
CURRENT ACCOUNT BANK BALANCE AT LAST STATEMENT (2/9/15)		£15,818.37

9:	CLERK INFORMATION/CORRESPONDENCE
Within this section the Clerk covered the appointment of a new associate Priest (Rev. Dr. Lorna Allies), the annual letter from Shelroy Trust for free Christmas hampers, and update information (prior circulated)	

concerning the 730 bus route. Police reports showed one crime reported in June (theft of heating oil), five reported crimes in July (one burglary and four {same incident} possession of cannabis). No crimes had been reported during the month of August. The only other item mentioned was a Broadland initiative called 'Top Dog' designed to encourage owners to control their pets and clear deposited faeces.

10:	OCTOBER MEETING
The Clerk had prior distributed an e-mail informing Council that he would be unable to attend the October meeting (19 th October) as he was having an operation on his hand a week before that date which would preclude him from driving for most of the rest of the month. Council felt that notes of the meeting could be taken by another person for compilation into Minutes, the meeting would therefore proceed as planned with the Clerk to liaise with the Chairman for paperwork etc.	

11:	COUNCILLORS COMMENTS/FUTURE AGENDA
No further matters were raised.	

The Meeting closed at 8.52 p.m.

<i>Signed after agreed amendment and approval by Council as being a true and accurate record by the Chair of the meeting or authorised deputy</i>		Dated:
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Parish Clerk: Stephen Williamson 01493 789422 E-Mail: freethorpe.pc@gmail.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 OCTOBER 2015 – 7.45 p.m.		

Please note owing to the Clerk's non-availability this agenda is being published earlier than usual and is therefore subject to amendment as and if necessary

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(s)		
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 21 st September 2015 will be amended as considered necessary, approved and signed.
4	MATTERS ARISING	The Chairman and others as appropriate will update on matters previously discussed with appropriate action as necessary.
5	PLANNING	<i>No new applications received (11/10).</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 with action agreed as appropriate. Arrangements to erect the new notice-board may be agreed (<i>due to be received w/c 12 October</i>)
7	50/50 GRANT APPLICATION	It will be confirmed for the Minutes that the grant application to assist with purchase of a speed warning sign has gone to NCC & acknowledged
8	FINANCIAL MATTERS	To confirm that the Clerk/RFO has been in touch with internal auditor and that response to Mazars is in hand. To approve payments (<i>separate list will be provided</i>).
9	CLERK INFORMATION	On behalf of the absent Clerk any items of correspondence received and other relevant information will be relayed. This will include the fact that an application has been made to Shelroy Trust for one hamper, and also a thank you letter to Methodist Church. (Also invite to Remembrance Service)
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> Parish Clerk 11 October 2015

Parish Clerk: Stephen Williamson 01493 789422 E-Mail: freethorpe.pc@gmail.com	FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
PARISH COUNCIL YEAR 2015-2016		
MINUTES OF THE MEETING - MONDAY 19th OCTOBER 2015		
PRESENT AT THE MEETING		
Councillors: N. Spencer (Chair), D. Lake (Vice-Chair). P. Bacon, J. Church, G. Thompson, L. Turner. NCC Councillor: B. Iles Broadland District Councillor: G. Nurden Tree Warden John Fleetwood and two members of the public		

The Meeting commenced at 7.45 p.m.

PUBLIC SECTION
<p>NCC Councillor Brian Iles explained about a new round of committees being established. Next round of budgets being discussed and new committee (Environment & Transit) has rejected proposed budgets on grounds of not protecting what are considered vital services – road maintenance as example. Proposal has been put forwards to change what is called the Retention Minimum Revenue Provision. This provision is based on County Council saving 4% of the sum borrowed over 25 years to pay back debt. The proposal is to reduce the saving to 2% and extend the length of the loan to 50 years. It had been planned to reduce the loan by £10m in 2016 & £10m in 2017. The policy is that savings need to be made and the worry is that this suggestion delays the paying off of the loan. NCC examples of Wheelie Bin speeding stickers – cost was to be £2.50ea but with funding support this has been reduced by 50% to £1.25ea. The wording has now been finalised as “Please Drive With Care” – with whatever speed deemed appropriate inside the ‘heart’. Broadland District Councillor Grant Nurdin informed that District Council is considering doing away with free pest control services – either to change to a fee or to contract out, where the customer contacts the nominate contractor and pay them directly for the service. The preferred option appears to be the latter. Business rates – following announcement made by Chancellor at Party Conference enquiries have been made about how this could affect Council finances and expectation is to learn more from Autumn statement. Sport England have awarded £46k to Halvergate Playing Field Assoc. and BDC added a further £5k to put towards building of purpose made changing rooms – although unlikely to benefit Freethorpe! Tree Warden John Fleetwood Updates and first introduced Andrea Rowlands as new Tree Warden. Junior Tree Warden Scheme started successfully and was well attended. BDC has expressed keenness to support and will offer some funding. Tree Council, which runs Tree Warden Scheme, has asked to run article in their national magazine – covering the Junior Tree Warden Scheme as it’s the first in the country. Request made for £120 for sweatshirts for Junior Tree Wardens – Parish Council agreed to support with funds. Poplars – Village Hall Management Meeting discussed proposed phased replacement of trees surrounding playing field. Wasn’t clear on who was proposing which trees were to come down and concern had been expressed that decisions to remove trees would not be based on defined criteria but on perceived danger to public or disease in the trees. BDC had told Village Hall Committee that phased replacement would be permitted over an period of approximately 25 years. Clarification from John was that only a certified Arborologist would be permitted to approve any proposed removal plans – this has come from Mark Simmonds – BDC Tree Officer.</p>

1: APOLOGIES FOR ABSENCE
Apologies from Gary Noakes – accepted by all, the Clerk had pre-notified of his non-availability for medical reasons.

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

3: MINUTES
The Minutes of the meeting held on September 21 st had been prior circulated, no further amendments were deemed necessary. The Minutes were accepted as being a true & accurate record and duly signed.

4:	MATTERS ARISING	
Shelroy Trust – 123 The Common confirmed happy to receive hamper if lucky enough to win.		
5:	PLANNING	
5 Old Chapel Road		Erection of 1950m high fence
No objections were made relating to this application. Proposed Clark Telecoms mobile phone mast for Lower Green – Nick Spencer provided update. Parish Council chose not to support application of proposed mast as conflicted with current favoured proposal for Shared Access mast on floodlights in MUGA. Jamie Latimer of Shared Access viewed planning application and best course of action may be to formally object to Clarke Telecoms proposal in writing which would need to be done in early November.		
6:	VILLAGE MATTERS	
Archaeologist dig at site of new Affordable housing on site at Southwood end of village has taken place.		
7:	50/50 GRANT APPLICATION	
Applications has gone through and been acknowledged		
8:	FINANCIAL MATTERS & PAYMENTS	
The Clerk confirmed that copies of communications from Mazars had been passed to Linda just over a week ago, her response is awaited and the Clerk will then write to Mazars as soon as possible. The Clerk also confirmed that the new notice board had been ordered and in his opinion should have arrived by now – to be chased up if necessary. The Clerk stated there was nothing else to report on this occasion – no invoices had been received – if any arrive they can be included. At this time therefore the only approval needed will be more my salary which is due to be paid on October 18 th . The Clerk lastly reminded that he still held the cheque for Arthur Jary – one call from a Councillor was received pointing out a couple of small items, he also awaited a call from the Methodist Chapel to confirm they are happy. Obviously this bill is now overdue and should be paid ASAP. Payment of the salary below approved.		
S.A. Williamson – Salary (£155.66) plus allowance (£27.08) scheduled 18 th October		£182.74
		TOTAL
		£182.74
CURRENT ACCOUNT BANK BALANCE AT LAST STATEMENT (2/10/15)		£21,244.39
9:	CLERK INFORMATION/CORRESPONDENCE	
Letter from GM Brown on behalf of Methodist Chapel thanked Parish Council for support in refurbishment of War Memorial and extended invite to Parish Councillors to attend Remembrance Day Service. Comments from Chapel are that some letters need improving on back of memorial. Council to ask for revisit from contractor before paying bill. Great Yarmouth & District Athletic Club provided advance notice of route for Freethorpe 10 run – reversed course this year to reduce possible traffic disruption. East Anglian Air Ambulance made contact to enquire about possible ways Parish Council can support them with fund raising – to be discussed.		
10:	COUNCILLORS COMMENTS/FUTURE AGENDA	
No further matters were reported or raised. Next Meeting – 16 th November 2016		
Signed after agreed amendment and approval by Council as being a true and accurate record by the Chair of the meeting or authorised deputy		Dated:

Parish Clerk: Stephen Williamson 01493 789422 E-Mail: freethorpe.pc@gmail.com	FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
SUMMONS TO A PARISH COUNCIL MEETING		
FREETHORPE VILLAGE HALL		
MONDAY 16th NOVEMBER 2015 – 7.45 p.m.		

AGENDA

NOTE: This Agenda is Subject to Amendment

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(s)		
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 18 th October 2015 will be amended as considered necessary, approved and signed.
4	MATTERS ARISING	The Chairman, Clerk and others as appropriate will update on matters previously discussed with appropriate action as necessary.
5	PLANNING <i>(view Online at www.broadland.gov.uk/plans Insert file number 20151762)</i>	<i>Yew Tree Bungalow, 52 The Green</i> – Raising roof and rear extension to accommodate a first floor. Any further 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 with action agreed as appropriate. This section can may also include any updates
7	FINANCIAL MATTERS	Update on any financial matters and approve payments (<i>separate list will be provided</i>).
8	BUDGET 2016-7	Any initial thoughts for Clerk/RFO in order that he may prepare a draft budget and Precept estimate for consideration in December/January
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><i>Stephen Williamson</i></div> <div>Parish Clerk 11 November 2015</div> </div>

Parish Clerk: Stephen Williamson 01493 789422 E-Mail: freethorpe.pc@gmail.com	FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
PARISH COUNCIL YEAR 2015-2016		
MINUTES OF THE MEETING - MONDAY 16th NOVEMBER 2015		
PRESENT AT THE MEETING		
Councillors: N. Spencer (Chair), D. Lake (Vice-Chair). P. Bacon, J. Church, G. Thompson, L. Turner. Broadland District Councillor: G. Nurden. Parish Clerk: S.A. Williamson 5 Members of the public		

The Meeting commenced at 7.47 p.m.

PUBLIC SECTION	
Mr. Fleetwood reported that he had been in touch with various parties and had a list and plan of trees that it was proposed to remove. 34 trees were due to be taken out with 20 new ones to replace, it was felt (an opinion not completely shared by Mr. Fleetwood) that the new trees were better quality for playing field. Mr. Fleetwood was requested by Parish Council to attend forthcoming meeting. Mr. Grant Nurdin (Broadland) informed that changes to pest control procedures had been approved and came into effect in April 2016, there were also changes to day care units and a Broadland Infrastructure Fund was being introduced, this would enable Parish Councils to borrow at advantageous rates for suitable schemes. Although NCC Councillor Iles was not able to be present, he had sent a brief comment about the footpath problems of past few months.	
1:	APOLOGIES FOR ABSENCE/COUNCIL RESIGNATION
Six Councillors were present, apologies received from NCC Councillor Brian Iles and also from PCSO. The Chairman notified officially that Garry Noakes had resigned from the Parish Council, this decision was respected and accepted unanimously. This would entail finding a replacement cheque signatory (Mr. Thompson agreed to fulfil this role).	
2:	DECLARATIONS
There were no declarations additional to those registered with Broadland District Council	
3:	MINUTES
The Minutes of the meeting held on October 18 th had been prior circulated, one minor further amendment was noted and agreed. The Minutes were accepted as being a true & accurate record and duly signed.	
4:	MATTERS ARISING
There were no matters that were not part of following agenda items	
5:	PLANNING
20151762	<i>Yew Tree Bungalow, 52 The Green</i>
<i>Raise Roof + extension to go 2-storey</i>	
Parish Council reviewed the plans and had no objections, project supported.	
6:	VILLAGE MATTERS
The Parish Clerk showed examples of the speed awareness bin stickers. Council agreed to order 20. Council also heard of a Broadland rough sleeper count, but agreed that no one was aware of any Freethorpe problem.	

7:	FINANCIAL MATTERS & PAYMENTS	
<p>The Clerk felt that everything in terms of payments below was more or less self-explanatory – pointing out had he been at the last meeting then the annual donations would probably have been dealt with then, but as Council would appreciate he did have other things on his mind! He reminded that the new system for glass receipts is that Council pay Indigo and then send a copy of their invoice to NCC (<i>we are registered with them</i>) who pay us the going rate at the time – which would certainly be higher than the account for payment, how much is guesswork! The Clerk stated that separate sheet was sent to you for discussion (Agenda 8).</p> <p>The Clerk pointed out that the bank balance was very healthy but asked Council do bear in mind that Arthur Jary's bill had yet to be subtracted and that the list below will make a dent. Nevertheless with only one large amount (to his knowledge) yet to pay (Garden Guardian) the Council were on course to finish the 2015-16 year in a healthy state – he estimated something in the region of £12-14,000 in the bank.</p>		
PAYMENTS DUE		
Payee & Reason		Amount
S.A. Williamson – Salary (£155.66) plus allowance (£27.08) S/O scheduled 18 th Nov)		£182.74
Freethorpe PCC (Annual Donation)		£500.00
Wickhampton PCC (Annual Donation)		£500.00
Freethorpe Methodist (Annual Donation)		£500.00
RBL Poppy Appeal (Annual Donation)		£25.00
NARS (Annual Donation)		£125.00
Freethorpe First Responders (Annual Donation)		£125.00
Indigo Waste Services Ltd (Glass collection)		£22.80
TOTAL OF ABOVE		1,980.54
BANK BALANCES AT STATEMENT(S) (CLOSE OF BUSINESS ON 2/11/15)		
MAIN CURRENT ACCOUNT	£21,061.65	

8:	BUDGET 2016-17
<p>Council were concerned to know how the tree removal and planting was to be paid for, and assumed that no further monies (other than normal grants) would be expected of Parish Council. It was clear that planting new trees before old ones removed was disadvantageous. Council briefly discussed funding their half of the 50/50 grant for SAM2 machine should the NCC grant be approved., other than this it was generally felt that minor adjustments as necessary to the current year budget would suffice.</p>	

9:	CLERK INFORMATION/CORRESPONDENCE
<p>Council were informed of Broadland Recreational consultation and also the availability of 50/50 grants to pay for ranger attendance to fill potholes on non-classified roads.</p>	

10:	COUNCILLORS COMMENTS/FUTURE AGENDA
<p>Mrs Church mentioned past Minute Books in varied locations and was asked I she could get together what she knew of for eventual passing on to Norfolk Records Office. Mr. Thompson notified and apologised for missing the second half of the 'new Councillor' seminar at Wymondham, he awaited hearing of a suitable replacement date.</p>	

The Meeting closed at 8.40 p.m.

<i>Signed after agreed amendment and approval by Council as being a true and accurate record by the Chair of the meeting or authorised deputy</i>		Dated:
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Parish Clerk: Stephen Williamson 01493 789422 E-Mail: freethorpe.pc@gmail.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 JANUARY 2016 – 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(s)		
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 16 th November 2015 will be amended as considered necessary, approved and signed.
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 applications received.</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 with action agreed as appropriate. This section can may also include any updates.
7	FINANCIAL MATTERS	Update on any financial matters. To approve (or otherwise) acceptance of the grounds maintenance quotation for 2016 (Garden Guardian)
8	PAYMENTS DUE	To approve payments due (<i>separate list will be provided</i>).
9	BUDGET 2016-7 & PRECEPT	To amend as deemed necessary or preferable the draft budget for the year commencing 1 st April 2016 and agree on precept requirement.
10	CLERK INFORMATION	The Clerk will bring to notice any items of correspondence received.
11	MEETING DATES 2016 -17	To approve (in principle and subject to change) proposed Parish Council meeting dates from February 2016 to March 2017
12	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 13 January 2016

Parish Clerk: Stephen Williamson 01493 789422 E-Mail: freethorpe.pc@gmail.com	FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
PARISH COUNCIL YEAR 2015-2016		
MINUTES OF THE MEETING - MONDAY 18th JANUARY 2016		
PRESENT AT THE MEETING		
Councillors: N. Spencer (Chair), D. Lake (Vice-Chair). P. Bacon, J. Church, G. Thompson, L. Turner. Broadland District Councillor: G. Nurden Parish Clerk: S. Williamson. 4 Members of the public		

The Meeting commenced at 7.48 p.m.

PUBLIC SECTION	
Two residents of Walpole Way were present and informed the Council that they would take care of maintaining the land in said thoroughfare for the time being. Tree Warden John Fleetwood stated he had little to report, but was meeting with Broadland later in the week and should have more information about the situation with tree removal/replacement on the playing field. He expressed concerns about the state of the tree where branches were overhanging the school entrance, after a little discussion Council agreed to leave things to Mr. Fleetwood, authorising a reasonable amount of money to be spent on tree surgery to make safe. Mr. Nurden (Broadland) informed that he was now a full member of the planning committee, also that there would probably be no increase in Broadland share of Council Tax for 2016-17. The new homes bonus would end in the coming year, and the website was being overhauled, this should be complete by June. Early possibilities of various devolution projects (from central government) were being explored.	
1:	APOLOGIES FOR ABSENCE
All Councillors present, apology for absence from NCC Councillor Brian Iles (holiday).	
2:	DECLARATIONS
Mrs Turner informed that she had e-mailed twice to Broadland about a change in employment status, she had heard nothing and the Clerk offered to post details to Broadland. There were no other declarations additional to those registered with Broadland District Council	
3:	MINUTES
The Minutes of the meeting held on November 16 th had been prior circulated, no further amendments were deemed necessary. The Minutes were accepted as being a true & accurate record and duly signed.	
4:	MATTERS ARISING
John Fleetwood had met regarding playing field trees and sent report copy to Councillors, a clean-up of village hall land had begun, the Clerk was awaiting paperwork from Santander Bank relating to removal of Mr. Noakes as a signatory replacing with Mr. Thompson	
5:	PLANNING
There were no new applications. The Clerk informed about investigations still taking place (December update), it was confirmed that planning application for a mast away from village hall had been withdrawn.	
6:	VILLAGE MATTERS
Mr. Spencer confirmed that the new notice board was in good condition and was currently within his garage awaiting confirmation of placement/better weather. Development appeared to be starting at The Common.	

7:	FINANCIAL MATTERS
<p>The Clerk informed that despite the fact there have been two months since the last meeting there had been little activity financially and confirmed that the Parish was still in good financial shape, although the cheque to Arthur Jary has yet to be sent and probably should be replaced as it is now a bit 'dated'. He gave his opinion that the 'recommended' Parish reserve figure should be in line with one years' Precept, whilst interest rates are low at present he felt the Parish may as well have what it could get, he felt it sensible to bring the reserve up to around £10,000. The Clerk then referred to the nit-picking requests from Mazars back in October. This had been dealt with and posted in November. Only in the last two weeks have Mazars said they have never received this envelope, the Clerk informed that there had been two envelopes posted simultaneously (one covering Hickling), and felt it likely that both envelopes had gone astray within Mazars! The Clerk stated that fortunately he had kept copies of what was sent, but these will have to be collated and copied again and sent recorded delivery on this occasion. Council unanimously accepted the 2016 quote for grounds maintenance in the sum of £1,261.00 plus VAT. Council approved the transfer of £8,100 from the current account to reserve account (letter to be signed) and also a second letter enabling Clerk to transfer future sums between the two accounts in order to gain interest. Clerk stated he would e-mail once again to Arthur Jary, Mr. Bacon offered to check if the tidying up work had been accomplished (in which case overdue cheque payment could be made)</p>	

8:	PAYMENTS DUE
MONIES RECEIVED	
Textile recycling payment from Broadland District Council	£65.66
PAYMENTS DUE	
Council unanimously sanctioned payment of the following:	
Payee & Reason	Amount
<i>S.A. Williamson – Salary (£155.66) plus allowance (£27.08) S/O paid 18th Dec)</i> <i>Note this IS within the balance shown below</i>	£182.74
<i>S.A. Williamson – Salary (£155.66) plus allowance (£27.08) S/O scheduled 18th Jan)</i> <i>Note this IS NOT within the balance shown below</i>	£182.74
Garden Guardian (2015 grounds maintenance) – VAT content = £249.60)	£1,497.00
Garden Guardian (Walpole Way work) – VAT content = £16.00)	£96.00
Indigo Waste Ltd – Recycling charges covering to 3 December 2015 (VAT 5.40)	£32.40
S A W One third (£21.66) annual computer protection (£64.99) - (VAT to be claimed)	£21.66
TOTAL OF ABOVE	£2,012.54
BANK BALANCE AT STATEMENT (CLOSE OF BUSINESS ON2/1/16)	
MAIN CURRENT ACCOUNT	£19,089.03
BANK BALANCE AT STATEMENT (CLOSE OF BUSINESS ON11/1/16)	
RESERVE ACCOUNT	£1,959.61

9:	BUDGET 2016-17 & PRECEPT
<p>The Clerk had produced a draft budget for 2016-17 which with certain up and down adjustments to 2015-16 figures came out to the same amount EXCEPTING possible extra expenditure for a SAM2 speed awareness machine, if the 50/50 grant was approved and forthcoming. The Parish share was likely to be in the region of £1,500. After discussion it was agreed to seek a Precept for 2016-17 of £12,057.00. Proposed: Mr. Spencer, Seconded: Mr. Thompson, all In favour.</p>	

10:	CLERK INFORMATION/CORRESPONDENCE
<p>The Clerk mentioned several letters/e-mails of thanks for the donations made in November 2015. There was no police report for December 2015, but a report for November had been received showing nil crime reports. A report of the recent NCC consultation on budgets was mentioned and a copy included within Minute book.</p>	

11:	MEETING DATES 2016 & 2017
<p>Council confirmed they were happy to keep to the third Monday in each month as the regular date for</p>	

monthly meetings, as now established the month of August would not have a meeting date allocated, and as with 2015 it was agreed not to allocate a day for December 2016, although in both cases meeting(s) would be called if anything urgent arose. After the change (for electoral reasons) in 2015 Council agreed to go back to the month of May for the Annual Parish Meeting.

MONDAY 15 th FEBRUARY	MONDAY 21 st MARCH	MONDAY 18 th APRIL	MONDAY 16 th MAY *
MONDAY 20 th JUNE	MONDAY 18 th JULY	MONDAY 19 th SEPTEMBER	MONDAY 17 th OCTOBER
MONDAY 21 st NOVEMBER	MONDAY 16 th JANUARY 2017	MONDAY 20 th FEBRUARY 2017	MONDAY 20 th MARCH 2017
NO MEETINGS SCHEDULED FOR AUGUST 2016 OR DECEMBER 2016 <i>A MEETING WILL BE CALED IF SITUATION(S) DEMAND</i>			
* ANNUAL PARISH COUNCIL MEETING & ANNUAL PARISH MEETING BOTH TO TAKE PLACE		MONDAY 16th MAY	


12:	COUNCILLORS COMMENTS/FUTURE AGENDA
The Clerk was asked to report to NCC Highways, serious puddle problems recently at Northview, Chapel Field, Old Chapel Road towards Limpenhoe and particularly outside he school gates (School Road)	

The Meeting closed at 8.45 p.m.

<i>Signed after agreed amendment and approval by Council as being a true and accurate record by the Chair of the meeting or authorised deputy</i>		Dated:
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Parish Clerk: Stephen Williamson 01493 789422 E-Mail: freethorpe.pc@gmail.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 15th FEBRUARY 2016 – 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(s)		
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 18 th January 2016 will be amended as considered necessary, approved and signed.
4	MATTERS ARISING	The Chairman, Clerk and others as appropriate will update on matters previously discussed with appropriate action as necessary.
5	PLANNING <i>View Online:</i> www.broadland.gov.uk/plans <i>Insert Ref No. shown</i>	20160158 Whitehouse Farm, The Green. Any further new applications received prior to meeting may be discussed at Council discretion with notifications posted as appropriate. Any updates on past applications will be notified
6	HIGHWAYS	Council may discuss 30mph extension proposals and agree response. There may be further discussion necessary on 50/50 grant application
7	OTHER VILLAGE MATTERS	Any general items pertaining to Freethorpe can be discussed and approved with action agreed as appropriate.
8	NEW COUNCILLOR	Broadland will be providing statutory notices to be displayed prior to seeking a replacement Councillor for Mr. Noakes
9	FINANCIAL MATTERS	To deal with change in banking details and to discuss/approve the offer made by Santander to institute Internet banking (<i>available to Clerk & cheque signatories on a view only [non-transaction] basis</i>). If the paperwork is returned in time, Council will be informed of and may need to discuss report on 2014-15 by Mazars. To approve payments (<i>separate list will be provided</i>).
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>  </div>
		Parish Clerk 10 February 2016

Parish Clerk: Stephen Williamson 01493 789422 E-Mail: freethorpe.pc@gmail.com	FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
PARISH COUNCIL YEAR 2015-2016		
MINUTES OF THE MEETING - MONDAY 15th FEBRUARY 2016		
PRESENT AT THE MEETING		
Councillors: D. Lake (Vice-Chair). P. Bacon, J. Church, G. Thompson, L. Turner. NCC Councillor: B. Iles Broadland District Councillor: G. Nurden Parish Clerk: S. Williamson. 5 Members of the public		

The Meeting commenced at 7.53 p.m. – David Lake (Vice Chair) In the Chair.

PUBLIC SECTION
<p>For NCC, Mr. Iles informed there had been 'big battles' on the budget for 2016-17 with many negotiations behind the scenes. Eventually a rise figure of 3.99% had been agreed, this would bring a small surplus and allow room to manoeuvre. One of the recycling centres was reopening, ad a small amount of government money some other closures could probably be prevented.</p> <p>For Broadland DC, Mr. Nurdin reported that matters were well advanced to combine pest control services with two other district councils, the current arrangements due to end in September.</p> <p>Tree Warden John Fleetwood reported that using the tree warden budget, most materials including 68 hedge plants and four metres of play bark had been acquired along with various gloves and tools with the help of a donation. Five old apple trees needed attention, the quotations had been received for tree work overlooking school and this would not mean any road closure. On the playing field an agreement on replacement plan had apparently been submitted, but a little later than specified date. It was agreed that the Hill Common hedge had been very poorly tended and Council felt this should be reported to Broadland initially.</p>

1: APOLOGIES FOR ABSENCE
Mr. Spencer (personal commitments). Apology unanimously accepted

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

3: MINUTES
The Minutes of the meeting held on January 18 th had been prior circulated, no further amendments were deemed necessary. The Minutes were accepted as being a true & accurate record and duly signed.

4: MATTERS ARISING
It was recorded that the new notice board had yet to be erected

5:	PLANNING		
20160161	59 The Green	Sub division and new dwelling	
Council had no objections to these proposals			
20160158	35 The Green	Sub division and new dwelling	
Some surprise was expressed that the old building line had been allowed to be extended, some concerns over access were also expressed.			
On the matter of the mast, it appeared that plenty was going on behind scenes, but nothing definite agreed.			

6:	HIGHWAYS
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Councillors viewed the paperwork about the proposed 30mph extension in The Common and whilst in favour felt that the extension should be a little longer – this fact to be reported to NCC Highways. On the matter about positioning a newly acquired speed notification machine (subject to grant availability and final Council decision to proceed) the favoured sites were believed to be (i) Reedham Road approaching from Reedham (ii) Lower Green near to Dr. Ireland's residence, (iii) School Road, (iv) The Common (top of road), and (v) The Green close to the pond and manor.

7:	OTHER VILLAGE MATTERS
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There were none that had not been discussed or did not form part of later agenda items.

8:	NEW COUNCILLOR
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Broadland District Council had provided an official form to advertise the voters' rights to call an election or the current Parish Council vacancy. This/these to be advertised according to legal requirements

9:	FINANCIAL MATTERS & PAYMENTS
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The Clerk informed that the audit return had not yet returned from Mazars and gave brief explanation of the delays and apparent loss of November posting. He informed that other than his salary the only invoices this month were towards bin stickers, and CPRE renewal, hence all self-explanatory. The cheque for Arthur Jary has now been sent. The transfer was made within Santander so we are earning a little interest now on spare money. It transpires that permission cannot be given for me to move money around as only a cheque signatory can do this. If we take up the Santander offer to have 'read only' internet access to accounts, but any transfers will still have to be made by letter owing to the two signature rule – that should present no problem unless/until we have a large bill to pay.

S.A. Williamson – Salary (£155.66) plus allowance (£27.08) scheduled 18 th February	£182.74
Norfolk County Council – payment towards bin stickers	£37.50
CPRE – Annual renewal	£50.00
	TOTAL £270.24

MAIN ACCOUNT BANK BALANCE AT LAST STATEMENT (2/2/16)	£10,627.23
RESERVE ACCOUNT BANK BALANCE (BY TELEPHONE 9 FEBUARY)	£10,059.61

10:	CLERK INFORMATION/CORRESPONDENCE
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The Clerk had asked members and others to update information for the contact list. There was a temporary road closure beginning this day affecting Freethorpe Road at junction with Mill Road. New mobile library times had been received (see below). Linda Mockford had taken over Parish liaison from recently retired Malcolm Black. The most recent police report had been received showing no reported crimes – this report was being terminated but information could in future be obtained via website. A response had been received from NCC Highways acknowledging the report of three problematical puddle areas in the village

MOBILE LIBRARY SCHEDULE

12.10 – 12.25		12.30 – 12.40		12.45 – 13.00	
Sutton Crescent		The Green (adjacent Garage)		The Common (St. Michaels)	
12 APRIL	10 MAY	7 JUNE	5 JULY	2 AUGUST	
30 AUGUST	27 SEPTEMBER	25 OCTOBER	22 NOVEMBER	20 DECEMBER	

11:	COUNCILLORS COMMENTS/FUTURE AGENDA
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Mrs Church informed that new bin stickers had to be affixed at a certain height and certain designated place

The Meeting closed at 8.58 p.m.

<i>Signed after agreed amendment and approval by Council as being a true and accurate record by the Chair of the meeting or authorised deputy</i>		Dated:
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Parish Clerk: Stephen Williamson 01493 789422 E-Mail: freethorpe.pc@gmail.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 21st MARCH 2016 – 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(s)		
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 15 th February 2016 will be amended as considered necessary, approved and signed.
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 applications received.</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 with action agreed as appropriate.
7	AUDIT 2014-15	Council to discuss as appropriate and approve the Mazars returned Audit for the period ending 31 st March 2015
8	COUNCILLOR VACANCY	The Clerk will confirm that the period legally available for Freethorpe Parishioners to seek and election has passed. Council may now co-opt
9	FINANCIAL MATTERS	To approve payments (<i>separate list will be provided</i>). Any further financial matters pertaining may be discussed as appropriate
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:		 Parish Clerk 16 March 2016

SPECIAL NOTE/REMINDER

THE FREETHORPE ANNUAL PARISH MEETING
IS SCHEDULED TO TAKE PLACE ON
MONDAY 16th MAY 2016 FROM 7.45 p.m.
AT THE VILLAGE HALL

Parish Clerk: Stephen Williamson 01493 789422 E-Mail: freethorpe.pc@gmail.com	FREETHORPE Parish Council <i>Chair: Nick Spencer</i> <i>Vice-Chair: David Lake</i>	15 Sunninghill Close BRADWELL Great Yarmouth Norfolk NR31 9JB
PARISH COUNCIL YEAR 2015-2016		
MINUTES OF THE MEETING - MONDAY 21st MARCH 2016		
PRESENT AT THE MEETING		
Councillors: N. Spencer (Chair). P. Bacon, J. Church, G. Thompson, L. Turner. Parish Clerk S.A. Williamson and 3 Members of the public		

The Meeting commenced at 7.46 p.m.

PUBLIC SECTION
Tree Warden John Fleetwood informed that the school now had an orchard of five apple trees. There had been a £100 donation of seed from Brundall Hardware and a gardening club was underway together with an insect house and wild bird feeder. A member of the public had noted that trees were being cut down by the fishing pond, and whilst disappointed Mr. Fleetwood informed that so long as the trees didn't have a preservation order, nothing could be done to stop this. On the matter of Acle school, those present were informed that 'the air' was full of rumours and it was hoped the situation would become clearer soon.

Meeting under standing orders commenced at 8.00 p.m.

1:	APOLOGIES FOR ABSENCE
Mr. David Lake (holiday). Apology accepted. Apologies also received from NCC and Broadland Councillors.	
2:	DECLARATIONS
There were no declarations additional to those registered with Broadland District Council	
3:	MINUTES
The Minutes of the meeting held on February 15 th had been prior circulated, no further amendments were deemed necessary. The Minutes were accepted as being a true & accurate record and duly signed, it is recorded that the signee was not present at said meeting.	
4:	MATTERS ARISING
There were none that would not be covered within other agenda items.	
5:	PLANNING
There were no new applications, however a letter from a Broadland District Council housing options representative offered posters to invite interested applicants for affordable homes being built to register. Council asked the Clerk to make contact. Plot numbers for new homes in The Common were supplied.	
6:	VILLAGE MATTERS
The Clerk was able to relay the good news that NCC had agreed to fund fifty percent of the monies required for the proposed SAM2 speed sign in the sum of £1,655.00. Council formally agreed to accept the offer and the signatures required would be arranged and paperwork returned to NCC as requested. The Clerk indicated that the next job was to seek a formal quotation from Westcotec, and that he would make arrangements for this, hopefully to receive prior to the next meeting.	

7:	AUDIT 2014-15
The relevant page of the much delayed return from Mazars had been prior circulated and the findings were formally accepted by members of the Parish Council. <i>Note - a copy of said relevant page will be placed within the 2015-16 Minute Book</i>	

8:	COUNCILLOR VACANCY
The Clerk informed that the vacancy for a Councillor and elector's rights to call for an election had been duly advertised and that the PC was now free to co-opt. The Clerk had printed some A4 posters which would be displayed, however the Clerk expressed doubts that anyone would come forward and gave his opinion that the best chance probably lay in a Councillor 'asking around'.	

9:	FINANCIAL MATTERS & PAYMENTS
The Clerk informed that the bank balance (although still healthy) had fallen sharply over the past month as two large cheques (Arthur Jary/Garden Guardian) had now cleared. Santander could not extend rights to transfer money between accounts to the Clerk, however he felt this represented only a minor inconvenience as letter requests would still be accepted. Lastly the Clerk informed that the payment (below) to himself represented cost of t-shirts less an odd sum that had been overpaid in connection with new noticeboard	
S.A. Williamson – Salary (£155.66) plus allowance (£27.08) scheduled 18 th March	£182.74
Michael L. Blackburn – tree surgery work	£375.00
Mazars LLP – Fee for audit work – 2014-15 (VAT Content £25)	£150.00
S.A. Williamson – reimburse cost of t-shirts - 12 shirts @ £6.65 – no VAT plus delivery £7.80 (including VAT) (less adjustment of minus £16.50 – see above)	£71.10
	TOTAL
	£778.84
CURRENT ACCOUNT BANK BALANCE AT LAST STATEMENT (2/3/16)	£7,518.89
RESERVE ACCOUNT TOTAL (as at 9 February (No change))	£10,059.61

10:	CLERK INFORMATION/CORRESPONDENCE
The Clerk informed that the fees for NALC membership (2016-17) would be rising by 1p per elector, on crime the police computer did not appear to be fully up to date, however one case of anti-social behaviour had been recorded during January.	

11:	COUNCILLORS COMMENTS/FUTURE AGENDA
Mrs Church informed of a meeting involving the football club, club management, Parish Council and school. He meeting was set for the next week.	

The Meeting closed at 8.50 p.m.

<i>Signed after agreed amendment and approval by Council as being a true and accurate record by the Chair of the meeting or authorised deputy</i>		Dated:
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