

**Minutes of the Meeting of Freethorpe Parish Council held
on Monday 15th November 2021 at 7.00pm at Freethorpe Village Hall**

Present: Nick Spencer (Chair, NS), David Lake (Vice-Chairman, DL), Michael Blake (MB), Janet Church (JC), Grant Nurden (GN, also District Councillor), Andrew Moll (Parish Clerk, AM)

Also present: John Fleetwood(JF, Tree Warden) and 1 member of the public

1. Apologies

Paul Bacon (PB), Lana Hemsall (LH, County Councillor), Andrea Rowlands (AR, Tree Warden), Jackie Chambers (Norfolk Police)

2. Public Forum

a) County Councillor Report

No report.

b) District Councillor Report

GN reported that an accommodation review is in progress, along with reviews of street-naming policy and Section 106 policy. Some discussion ensued about charging for street naming. Budget workshops are also taking place involving members and officers with a view to set budget in February 2022.

c) Tree Warden Report

JF advised that he has stepped down from his Tree Warden Network Co-ordinator role, but continues as Tree Warden for Freethorpe and serves on the national committee. JF had considered the letter received from the football club about the poplars at the playing field, expressing concerns about safety and the practical problems of clearing leaves from pitches. JF will inspect and provide a level 1 safety report this week. In response to a question about the possibility of reducing the height of the trees, JF's initial reaction was that this would be detrimental and counter-productive, but to be reviewed once the report is completed.

d) Public Items

No items were raised by the members of the public.

3. Declarations of Interest for items on the agenda

NS has registered an interest with Broadland District Council for item 9c and will leave the meeting for that item if necessary. As a substitute member of Broadland District Council's Planning Committee, GN is unable to discuss planning applications under agenda item 9. There were no other declarations.

4. Minutes of the meeting held on Monday 18th October 2021

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

5. Matters arising from the previous meeting

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| a) (5c) Concerns about a Million Trees for Norfolk (LH) – carry forward. | ACTION LH |
| b) (5e) Local Nature Plan examples (AM) – carry forward. | ACTION AM |
| c) (5h) Internal Finance check (MB) – carry forward. | ACTION MB |
| d) (5i) Add MB as third signatory (AM) – final signatures were obtained in the meeting and the paperwork can now be sent. | ACTION AM |
| e) (7b) Review Village Hall donation (AM) – figures have been obtained and will be presented at next meeting. | ACTION AM |
| f) (8f) Arrange for community resilience plaque (AM) – item 8c refers, | |
| g) (9c) 104 The Common – two further questions to Broadland (AM) – item 9c refers. | |

- h) (10j) Invite residents to set up Community Speedwatch (AM) – item 10j refers.
- i) (10k) Consult Cantley Parish Clerk re. allotments (AM) – item 10k refers.
- j) (11b) Letter to Rampant Horse (AM) – has been sent. It was **agreed** to review once a response has been received.
- k) Other matters arising – none.

6. Clerk's Report

All items are covered on the agenda.

7. Finance

a) Monthly Financial Update

AM report the current 2021-22 financial position in summary:

Bank balance, including deposit account	£30,903.22
Forecast balance	£15,926.69
Less earmarked reserves and potential projects	£3,650.00
Forecast operating balance by end of March	£12,276.69

These figures include an additional £3,062.30 Community Infrastructure Levy (CIL) money which had been received relating to Sutton Crescent. The CIL money received for this and the Palmers Lane development has been committed to capital expenditure on Play Equipment, a second SAM machine and village entry signs for Wickhampton.

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

Ref	Payee	Description	Amount (£)
1	Andrew Moll	Salary October 2021	158.87
2	Andrew Moll	Administration Expenses - postage	10.28
3	HMRC	PAYE	39.60
4	Online Playgrounds	Replacement parts for Freethorpe Play Area Invoice #1000012898 VAT 3.86 Date 26/10/2021	23.14
5	Norse Eastern Ltd.	Second of two Grounds Maintenance payments Invoice 05IN-1033954 VAT 182.50 Date 31/10/2021	1095.01

8. Correspondence

- a) Poplar trees at Playing Field – item 2c above refers.
- b) Broken bench at Sutton Crescent, replacement cost £350 – Parish Council confirmed that the bench was well used by residents, and **agreed** that the broken bench be removed and a new one procured.
- c) Presentation of community resilience plaque by Deputy Lieutenant Mon 29th November 9:30-10:30 – arrangements were agreed, with presentation of the plaque to NS. JC proposed, and it was **agreed** that Hannah Barber of Freethorpe General Stores be specifically invited in recognition of the role of the shop in supporting the community through the lockdown. A general invitation to also be put out.
- d) Rough Sleeper estimate Wed 17th Nov – none of the Parish Councillors were aware of rough sleeping in the parish.
- e) Developing Skills for Health & Social Care – training material was noted.
- f) Police priorities & crime statistics – were noted.
- g) Street naming – developers should consult Parish Councils – item 2b above refers.
- h) High COVID infection rates in Acle & Reedham ward – was noted.
- i) Voluntary Norfolk seeking additional volunteers – was noted.
- j) Highways & street work carried out & planned 55m hot roll asphalt on Reedham Road, plus centre lines to Reedham – AM reported that number of street works have been carried out

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by Norfolk County Council, including drain flushing, grout cleaning and some tarmac rollovers. Further work is planned to replenish the asphalt and re-mark white lines on Reedham Road. Broadland District Council have carried out street cleaning and replaced damaged street name boards. JC advised that Anglian Water have been working with the Village Hall to deal with a drainage problem affecting School Road. A public comment about the drainage at Palmers Lane will be picked up by AM with Highways.

- k) Village remembrance – the Act of Remembrance took place on Sunday 14th November and was well attended. JC laid the wreath on behalf of the Parish Council. GN took part as Armed Forces Champion for the parish.
- l) NALC webinars – trees & NCC budget – were noted.

9. Planning

- a) New Applications – new application 20211969 (47 Chapelfield) was discussed. It was assumed that the closeness of the development to the road would be assessed by Highways. There were no objections from the Parish Council, subject to resident concerns and Highways comments.
- b) 20211793 (45A The Green) was discussed. Resident concerns were heard. Others have been added on the Broadland website. The Parish Council has no objections, subject to resident concerns being addressed, which were itemised at the meeting to include over-development, highway visibility, impact on neighbouring properties and discrepancies in the application.
- c) Decisions – None
- d) Enforcements – Further feedback from Broadland District Council about the camp site on the Common was received with no further comments from Parish Council.

10. Update on Ongoing Matters and Projects

- a) Speed Management -
Speed management data analysis was reviewed. 29, 384 vehicles were recorded on The Green heading south, 85th percentile speed was 32.8mph. 4,242 vehicles were recorded on School Road, 85th percentile speed was 27.8mph. Both speed figures are still too high but show a very slight reduction from previous figures. Are we turning a corner? Thanks to those who drive within the speed limits through our village. PLEASE DRIVE SAFELY.
- b) Second SAM2 machine
Awaiting installation schedule from Highways and the supplier.
- c) School Road Safety Project
The children's designs have yet to be received for judging. Timetable will be set once these are available.
- d) Play Area Works
Parish Council considered the proposal to enhance Wickhampton Play Area with a replacement cradle swing and a new bench to mark Her Majesty's Platinum Jubilee. Estimated costs are £750 less a contribution of £300 from Wickhampton Play Area Committee. It was **agreed** to proceed, including the purchase of the cradle swing from NGF Play at the price of the one previously ordered.
- e) Freethorpe Play Area new equipment
Item 14 refers.
- f) Play Area Inspections
No new or urgent issues have been identified in inspections.
- g) Wickhampton Village Sign
Approval has been given to the supplier to finalise the mould.
- h) Wickhampton Entry Sign
Awaiting installation schedule from Highways.
- i) Parish Partnership bid 2022-23

It was **agreed** to proceed with the bid for gating previously approved at meeting of 20th September 2021 via Parish Partnership.

j) Community Speedwatch

Approved by Parish Council, community volunteers can now initiate.

ACTION AM

k) Allotments (AM)

A letter has been sent to the landowners on the distribution list agreed at the last meeting, asking for responses by 30th November 2021. The clerk at Cantley Parish Council has also been approached as suggested by GN.

l) Freethorpe Village Sign

AM has met Suzanne Burman at the sign. She will kindly provide an assessment of the work required and an estimate of costs. As to the question of painting or staining the post, JC proposed, and it was agreed, that there was no style preference and the approach should be the easiest of the two to do.

11. Other Matters

None

12. Reports from Parish Councillors and items for next agenda

None

13. Date of Next Meeting

Monday 20th January 2022, 7:00pm at Freethorpe Village Hall.

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

Selection of bid for the replacement of the Freethorpe Assault Course Play Equipment. Four suppliers had been invited, the three Norfolk-based companies and the supplier of the current (2018) equipment. One had chosen not to bid. Three proposals had been received and distributed to Parish Councillors in advance of the meeting. These were discussed at length. All three were of a high standard, were acceptable and broadly similar in terms of pricing and warranties, and were within the budget of £10,000. The differentiating factor for Parish Councillors was the play value, which was richer in the selected proposal. It was **agreed** that the order be placed with Playdale. PB had been unable to attend the meeting but had sent his views by email, which were in accord with the decision made. NS asked for advice to be obtained on signage or any other mitigations against older children misusing the younger children's play equipment.

The meeting closed at 8:40 pm.

Signed after approval by the Parish Council as being a true and accurate record by the Chair of the meeting or authorised deputy	Chair Nick Spencer	Date
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