

**Minutes of the Meeting of Freethorpe Parish Council, serving Freethorpe & Wickhampton,
held on Monday 18th March 2024 at 7.00pm at Freethorpe Village Hall**

Present: Nick Spencer (NS, Chairman), David Lake (DL, Vice-chairman), Paul Bacon (PB), Michael Blake (MB), Paul Crisp (PC), Andrew Moll (AM, Parish Clerk), Grant Nurden (GN, also District Councillor),

Also present: John Fleetwood (JF, Tree Warden), and 2 members of the public.

1. Apologies

Lana Hemsall (LH), Andrea Rowlands (AR, also Tree Warden).

2. Public Forum

a) County Councillor Report – none.

b) District Councillor Report - GN advised on changes to charges, council tax and brown bin charge. He advised that the Greater Norwich Local Plan would be formally considered for adoption by members on 28th March. He reported on a moving ceremony as Reedham remembered the 80th anniversary of the Flying Fortress crash.

c) Tree Wardens' Report - JF/AR reported that (1) chipping work at the school has been completed; (2) concern at the difficulty in making calculations required to support new biodiversity planning legislation (3) the possibility of a budget cut for the tree warden network.

d) Police local priorities – anti-social behaviour & road safety were noted, to be reviewed on 27th March. PB advised that there had been a theft of coal from a house on the Common.

e) Public Items – none.

3. Declarations of Interest for items on the agenda

As a substitute member of Broadland's Planning Committee GN is unable to discuss agenda item 9. As a trustee and the treasurer of the Walpole Almshouses MB declared an interest in item 14a. There were no other declarations.

4. Minutes of the meeting held on Monday 19th February 2024

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

5. Matters arising from the previous meeting

a) (2a) Share consultation links (AM) – done, all encouraged to respond individually.

b) (2b) Explore Greater Norwich Development Fund for grants (AM) - done.

c) (2e) Express concerns about Reedham 10 disruption (AM) – done, NS noted a constructive response from the organiser.

d) (6c) Place order for NALC payroll service (AM) – done.

e) (6e) Place order for portrait of King Charles III (AM) – done, not yet received.

f) (7e) Amend standing order for Calica from April (AM) – done, confirmed by bank.

g) (9a) Planning response 2024/0318 – no objections (AM) – done.

h) (9d) Planning response appeal land N of Palmers Lane – object (AM) – done.

i) (10a) Explore further school safety signage (AM) – carry forward.

ACTION AM

j) (10f) Place order for new mower for the bowls club (AM) – done, awaiting invoice.

k) Other matters arising – none.

6. Clerk's Report

a) NALC update – shared for information.

b) Town & Parish Council Forum notes, note strategic plan – GN advised that Broadland and South Norfolk now have independent strategies.

c) Broadland Big Litter Pick 2024 – AR to approach the school.

d) NALC Payroll service set-up- the application form was approved.

Chair's initials

--

7. Finance

a) Monthly Financial Update

AM advised the financial position as follows:

Income ytd	£34,287.49	Bank balance	£20,207.78
Expenditure ytd	£28,197.45	Forecast end year balance	£19,559.35

It was **agreed** that the underspend on Play Equipment Maintenance be retained as an earmarked reserve to cover the maintenance work due to be ordered in April. **ACTION AM**

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

Ref	Payee	Description	Amount (£)
1	Andrew Moll	Salary Feb	197.58
2	Andrew Moll	Administration – postage expenses Feb	3.75
3	HMRC	PAYE	49.40
4	Norfolk County Council	Nplaw legal fees & Land Registry fees Feb 2024 Inv 10070404 Date 11/03/24 VAT 8.89 GB106995152	93.34
SO	Calica Computer Solutions	Speed management machine - mandates 3 & 4 (Feb)	24.00

c) Receipts – none.

d) To complete and approve bank form for clerk change of address, removal of former councillors and addition of new – the form was completed by AM, PC and GN, signed by NS and DL. Two former councillors were removed from the bank account details.

e) To review and approve statement of internal controls – this was unanimously **agreed** and signed by NS.

8. Correspondence

a) For decision – (1) Play Streets Grant £75 was discussed but felt to be impractical in our context. (2) An overgrown hedge on Chapelfield had been raised by a resident. The clerk was asked to write to the owner. JF offered to cut the hedge for free if this helps. **ACTION AM**

b) For information – Parish Council noted (1) Lingwood Duathlon on 24th March and (2) that Norwich City Council have adopted the GNLP.

9. Planning

a) New Applications – it had been agreed by email that ‘no objections’ be made to application 2024/0388 6 Old Chapel Road.

b) Decisions – none.

c) Enforcements – two open cases were noted.

d) Appeal - the Parish Council's agreed objections to the appeal regarding land to the North of Palmers Lane were shared for information.

e) Planning constraints – it was agreed that members would prepare their own views to share at the next meeting.

f) Double yellow-lines – proposals for Green View Way and School Road were approved.

ACTION AM

10. Update on Ongoing Matters and Projects

Speed Management - February 2024. On Lower Green, 85th percentile speeds were up from 31.7 to 33.2 mph. Almost one-third of drivers broke the speed limit. On the Common near 111, 85th percentile speeds were marginally down from 30.0 to 29.9mph. Figures this month may have been affected by road closure and diversion. The Police have agreed to do new speed checks on the Common/Chapelfield given concerns about the risk to children caused by speeders.

a) Play Area Inspections – Parish Council considered a proposal from NGF Play for parts replacement for items identified in inspection reports. DL queried the meaning of ‘quantity’ displayed on the quotation. It was **agreed** that the work should be ordered, subject to

Chair's initials

--

clarification of the quantity column, on the understanding that NGF Play was the original supplier of the equipment and have also been market tested recently regarding the Freethorpe Swing Surfacing. **ACTION AM**

- b) Electronic Vehicle Charging Point (EVCP) – the application has been submitted to NCC.
- c) Wickhampton Pond – Land Registry has agreed to expedite the application and the site was surveyed for this purpose on 13th February.
- d) Rampant Horse – PC reported no further progress possible.
- e) Bowls Club donation – Parish Council noted that the order has been placed. DL reiterated that the asset will become the Bowls Club's and they will insure it.
- f) Clean Up & Bloom – AR kindly provided notes on the plans for springtime planting of bulbs and seeds around the parish.
- g) Village Hall kitchen – DL advised that the Village Hall's grant application was unsuccessful and next steps are being reviewed.

11. Other Matters

- a) PB raised a concern about the impact of site vehicles around Green View Way. **ACTION AM**
- b) PB shared two leaflets regarding Broadland District Council's Help Hub and Handyperson Service. It was agreed to publicise these on the Noticeboard. **ACTION AM**
- c) Allotments – AM had contacted the auctioneers to express a Parish Council interest in the land on Mill Road as an allotment site subject to raising grants to purchase. No response has been received.
- d) PB reported that drains on the Common are bunged up with straw. AM to check whether cleaning is scheduled. **ACTION AM**

12. Reports from Parish Councillors and items for next agenda

None.

13. Date of Next Meeting

Monday 15th April 2024 at 7PM at Freethorpe Village Hall.

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

In his capacity as clerk, AM had prepared and signed a Statement of Truth, which was shared in confidence with members.

The meeting closed at 8:30 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
---	---	-------------