



*Chairman*  
Nick Spencer  
*Parish Clerk*  
Andrew Moll

# **FREETHORPE PARISH COUNCIL**

*serving Freethorpe and Wickhampton*

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41-43 The Green  
Freethorpe  
NORWICH  
NR13 3NY

## **To Members of the Public,**

You are hereby invited to attend a meeting of Freethorpe Parish Council on **Monday 17<sup>th</sup> July 2023 at 7:00pm** at Freethorpe Village Hall for the purpose of transacting the following business:

*A Moll* Parish Clerk 11<sup>th</sup> July 2023

### **1. To consider apologies for absence**

None

### **2. Public Forum**

- a. County Councillor Report (LH)
- b. District Councillor Report & Cluster Meeting update (GN)
- c. Tree Warden Report (JF/AR)
- d. Public Items

### **3. Declaration of interest for items on the agenda and applications for dispensation**

### **4. To approve the minutes of the meeting held on Monday 19<sup>th</sup> June 2023**

### **5. Matters arising from the previous meeting**

- |  |                 |
|--|-----------------|
| a. (2a) Share details of composting (AM)                                   | Done            |
| b. (2b) Provide background on Armed Forces Covenant (AM)                   | Done            |
| c. (5a) SAM machine test / post move (AM)                                  | Done            |
| d. (5b) Village Hall to be asked to co-ordinate Janet Church memorial (AM) | Item 10g refers |
| e. (7b) Query Information Commissioner fee (AM) (GN was correct)           | Done - £35      |
| f. (9c) Circulate enforcement policy (AM)                                  | Done            |
| g. (10b) Purchase post caps (AM)   | Done            |
| h. (10f) Join the NCC scheme for Electric Vehicle Charging Points (AM)     | Done            |
| i. (10g) Wickhampton Pond – provide report to NpLaw (AM)                   | Item 10e refers |
| j. (11a) Report drainage concern at Southwood entry to Common (AM)         | Item 11a refers |
| k. Other matters arising   |                 |

### **6. Clerk's Report**

- a. August arrangements for email approvals etc.
- b. Reminder to subscribe to website email alerts for Parish Council News

### **7. Finance**

- |   |                     |                     |
|---|---------------------|---------------------|
| a. To review and approve monthly finance update       | <b>For approval</b> |                     |
| b. To consider payments set out in appendix A         | <b>For approval</b> | Appendix A overleaf |
| c. To note receipts set out in appendix B             | For information     | Appendix B overleaf |
| d. Quarterly Finance Checks (MB)                      | For information     |                     |
| e. Grants & donations request sent as per policy (AM) | For information     |                     |

### **8. Correspondence**

a. For decision	
i. Town & Parish Council Forum Tue 1 <sup>st</sup> Aug 2-3	
ii. Resident concern about cutting of verges Youngs Crescent	
b. For information	
i. NALC updates	
ii. Acle Men's Shed Open Day 22 <sup>nd</sup> July 2023 10-2	
iii. Broadland update – Horizon meeting; grants; survey	
iv. Freethorpe visit by Jerome Mayhew, MP, planned 29 <sup>th</sup> August time tbc	

## 9. Planning

- |                     |  |                     |
|---------------------|--|---------------------|
| a. New applications | <b>2023/1901</b> 7 The Green, Freethorpe                               | <b>For decision</b> |
| b. Decisions        | <b>BA/2023/0231/TPOA</b> Church Farm Cottages, Wickhampton – tree work | For information     |
| c. Enforcements     | Two open cases, unchanged  | For information     |

## 10. Update on Ongoing Matters and Projects

- |  |                       |
|--|-----------------------|
| a. Speed management statistics   | For information       |
| b. Play Area Inspections – note annual reports   | For information       |
| c. Parish Nature Plan – published on website   | For information       |
| d. Electronic Vehicle Charging Point – with NCC  | For information       |
| e. Wickhampton Pond – with NpLaw, estimates being sought for removal of Crassula Helmsii | For information       |
| f. Rampant Horse update (PC)   | <b>For discussion</b> |
| g. Picnic bench & tree in memory of Janet Church   | <b>For discussion</b> |

## 11. Other Matters

- |   |                       |
|---|-----------------------|
| a. Drainage ditch work on the Common (PB) | <b>For discussion</b> |
|---|-----------------------|

## 12. Councillor Reports and Items for the Next Agenda

**13. Date of Next Meeting:** Monday 18<sup>th</sup> September 2023 at 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:**  
None

## APPENDIX A Payments for Authorisation (Item 7b refers)

Ref	Payee	Description	Amount (£)
1	Andrew Moll	Salary June	183.60
2	Andrew Moll	Administration: £3.35 postage + £20.98 post caps	24.33
3	HMRC	PAYE	46.00
4	Norse Eastern Ltd.	Play area inspections for the year. 05IN-1046582 Date 30/06/2023 VAT 93.20	559.20
5	Countrystyle Recycling Ltd.	Bottle bank emptying 26/06/2023 INV383645 Date 30/06/2023 VAT 1.85	11.10
SO	Calica Computer Solutions	Speed management machine - mandates 3 & 4	24.00

## APPENDIX B Receipts for information

Ref	Payer	Description	Amount (£)
1	Society of Local Council Clerks	Training Bursary (purchase of clerk's manual)	119.00