

**Minutes of the Meeting of Freethorpe Parish Council held  
on Monday 18<sup>th</sup> October 2021 at 7.45pm at Freethorpe Village Hall**

**Present:** Nick Spencer (Chair, NS), Paul Bacon (PB), Michael Blake (MB), Janet Church (JC), Grant Nurden (GN, also District Councillor), Andrew Moll (Parish Clerk, AM)

**Also present:** Andrea Rowlands (AR, Tree Warden) and 4 members of the public

**1. Apologies**

David Lake (Vice-Chairman, DL), John Fleetwood(JF, Tree Warden Network Co-ordinator), Lana Hemsall (LH, County Councillor),

**2. Public Forum**

a) County Councillor Report

No report.

b) District Councillor Report

GN reported the enthusiastic launch of the Police Road Safety project at the school, which he attended. He raised the possibility of utilising members grant for the sign production. GN highlighted two business grants available via Broadland District Council for shop front refurbishment and use of digital technology. Details are on the Broadland website. He advised of new members elected to the District Council representing Brundall. GN also advised that the memorial service for former clerk Stephen Williamson will be held on 1<sup>st</sup> November at Oulton Broad.

c) Tree Warden Report

No report.

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. 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 19<sup>th</sup> July 2021**

The minutes were **agreed** as an accurate record with a handwritten amendment to 2c) to change the wording from "Good causes have received £21,000" to "The lottery has raised £21,000 for good causes". The minutes were duly signed by the Chairman.

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

a) (2a) Initiate Allotments process (AM/AR) - item 10k refers

b) (2b) Ideas for County Councillor Members Grant (AM) – AM has asked Norfolk County Council Highways to consider a Feasibility Study on traffic safety at the Blacksmith's Shop Corner to be funded from LH's member's grant. LH is in agreement. Waiting to hear from Highways.

c) (2d) Concerns about a Million Trees for Norfolk (LH) – carry forward.

**ACTION LH**

d) (2e) Dog bin cleaning (AM) - the bin has been cleaned by Broadland District Council.

e) (5b) Local Nature Plan examples (AM) – carry forward.

**ACTION AM**

f) (5e) Wickhampton Pond registration (ALL) - Item 10I refers

g) (5g) Future MUGA requirements (AM) – JC reported that this was discussed at Village Hall AGM and two members of the committee are looking into the options.

- h) (5h) Internal Finance check (AM/MB) – paperwork is with MB with a view to report back to next meeting. **ACTION MB**
- i) (5i) Add MB as third signatory (AM) – MB has completed the paperwork which now needs to be signed by NS and DL for sending to the bank. **ACTION AM**
- j) (8k) Follow up overhanging trees in Low Road (AM) - item 8b refers
- k) (9c) Write to Broadland with resident concerns (AM) – has been sent. Item 9c refers.

## 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	£27,157
Forecast balance	£23,903
Less earmarked reserves and potential projects	<b>£14,000</b>
Forecast operating balance by end of March	£9,903

### b) Payments - it was **agreed** to make the following payments, noting that the donations had been agreed at the previous meeting (item 7c):

Ref	Payee	Description	Amount (£)
1	Andrew Moll	Salary September 2021	158.67
2	Andrew Moll	Administration Expenses - postage	1.51
3	HMRC	PAYE	39.80
4	The Sign Shed Limited	Invoice SHED728069 27/09/2021 Freethorpe Children's Play Area sign	58.81
5	Beckhithe Farms Ltd.	Invoice Ref. 579 04/10/2021 Annual Rental Wickhampton Play Area	200.00
6	Countrystyle Recycling Limited	Invoice Ref. INV258817 30/09/2021 Emptying can and bottle banks September	25.20
7	Freethorpe Village Hall	Annual donation, as agreed on 20/09/21	3600.00
8	All Saints' Church, Freethorpe	Annual Cemetery Grass Cutting, as agreed on 20/09/21	685.00
9	St. Andrew's Church, Wickhampton	Annual Cemetery Grass Cutting, as agreed on 20/09/21	685.00
10	Freethorpe Methodist Church	Annual Cemetery Grass Cutting, as agreed on 20/09/21	650.00
11	Freethorpe First Responders	Annual Section 137 donation, as agreed on 20/09/21	190.00
12	Norfolk Accident Response Service	Annual Section 137 donation, as agreed on 20/09/21	190.00
13	East Anglia Air Ambulance	Annual Section 137 donation, as agreed on 20/09/21	140.00
14	Broadland Tree Warden Network	Annual Section 137 donation, as agreed on 20/09/21	250.00
15	Royal British Legion	Annual Section 137 donation, as agreed on 20/09/21	45.00
16	Norwich Citizens' Advice Bureau	Annual Section 137 donation, as agreed on 20/09/21	35.00

PB proposed that the Village Hall donation be reviewed with the Village Hall Treasurer to satisfy the Parish Council that the right level of contribution is being made. **ACTION AM**

## 8. Correspondence

- a) Rough Sleeper Count 29/30 Sept was reported as nil, which was accurate as far as Parish Councillors were aware.

- b) Trees along Low Road – as previously reported, these have impeded the school bus, which has been reported to Norfolk County Council School Transport and Highways departments, with LH made aware. Parish Council regarded this as a matter for the County Council to resolve with the residents and the bus company. However, it is clear that the residents are making efforts to cut back the hedges in question.
- c) Freethorpe in Bloom – planters and bulbs - Parish Council supported the ideas of providing bulbs to residents via the shop and the addition of planters around the village sign as a possible beginning of a Freethorpe in Bloom / Flower initiative.
- d) Anglian Water – junction of Mill Road/Church Road – a mains leak at the junction of Mill Road and Palmers Lane, which was flooding Church Road, has been fixed.
- e) Village Hall AGM (JC/DL) – JC reported a successful AGM, the highlight of which was the re-opening of the Social Club, which was very well used last weekend. Plans are to continue opening on Fridays, Saturdays and Sundays, plus other special events. The Parish Council were delighted with the news. The people who have stepped forward to achieve this were congratulated and thanked. Also, a new cleaner has been appointed.
- f) Community resilience plaque for Freethorpe? It was agreed to place a plaque at the Village Hall recognising community resilience in our parish during the pandemic. **ACTION AM**
- g) Four Norfolk ALC webinars coming up – were noted.

## 9. Planning

- a) New Applications – new application 20211793 (45A The Green) was discussed. This was an amendment to current planning permission for one new dwelling. PB questioned whether there was space to fit two houses. NS proposed that the planners will have criteria for the space. Parish Council had no objections, subject to resident concerns. It was noted that the Parish Council had only just received the application, and residents had not yet received notification letters.
- b) Decisions – None
- c) Enforcements – NS left the meeting due to Declaration of Interest stated in 3 above. AM took over the chair.
  - i. AM has been advised by Broadland District Council that the Granary Close item is within planning permission therefore no further discussion required.
  - ii. Concerns about the camp site behind 104 The Common (2021ENF190) had been communicated to Broadland District Council. These have been considered and a response received, advising that this was a permitted temporary development. The site is now being broken up and applicable controls will be considered on completion. An assurance was given that the site will not achieve permanent planning permission by default. Contact details were provided to report environmental, water and waste pollution, and fire safety issues. Parish Council asked for two further questions to be sent: what can legally be left in place on the site? And is the use of a farm track for accessing the site acceptable? **ACTION AM**
  - iii. Resident concerns remain about excessive use of the Plantation for off-road vehicles, and the noise disturbance. This is logged with Broadland District Council.

## 10. Update on Ongoing Matters and Projects

NS returned to chair the remainder of the meeting

- a) Speed Management -  
Speed management data analysis was reviewed. 22,428 vehicles were recorded on Chapelfield heading west, 85<sup>th</sup> percentile speed was 33.6mph. Parish Council remains concerned that too many people are driving above the 30mph speed limit, with some excessive speeds up to 70mph recorded. PLEASE DRIVE SAFELY.
- b) Second SAM2 machine  
Awaiting installation schedule from Highways and the supplier.
- c) School Road Safety Project

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The timetable was agreed. NP and MB to receive designs to recommend judging outcomes to next Parish Council meeting. Jackie Chambers of Norfolk Police will attend.

d) Play Area Works & Wickhampton extension

The lease extension for Wickhampton Play Area was signed, with thanks for the kind support of Beckhithe Farms. Some minor repairs are scheduled for Wickhampton and Freethorpe Play Areas.

e) Freethorpe Play Area new equipment

It was agreed to seek three quotes to replace the assault course. The tyres and tic-tac-toe to be left in place. GN suggested that grant funding might be accessible, as at Brundall.

f) Play Area Inspections

No new or urgent issues have been identified in inspections.

g) Wickhampton Village Sign

Photographs of the mould in work have been received, with approval to be sought soon.

h) Wickhampton Entry Sign

Awaiting installation schedule from Highways.

i) Parish Partnership bid 2022-23

Awaiting outcome of County Councillor Member Grant discussions.

j) Community Speedwatch

Approved by Parish Council, community volunteers can now initiate.

**ACTION AM**

k) Allotments (AM)

A letter and distribution list was approved, which will request landowners to consider appropriate land for allotments. GN suggested that Cantley Parish Clerk should be consulted with regard to possibilities in that parish. **ACTION AM**

l) Wickhampton Pond registration

AM and NS continue to research.

## 11. Other Matters

a) PB proposed a 7pm start time for meetings, agreed subject to confirmation from DL.

b) The status of the Rampant Horse was not known. As this is the last pub in the village, and formal logging as a community asset was considered by Parish Council previously, it was agreed that a letter be sent asking about the intentions for opening as a pub. **ACTION AM**

## 12. Reports from Parish Councillors and items for next agenda

## 13. Date of Next Meeting

Monday 15<sup>th</sup> November, 7.45pm 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.

The meeting closed at 9:00 pm.

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