

**Minutes of the Meeting of Freethorpe Parish Council, serving Freethorpe & Wickhampton,
held on Monday 24th June 2024 at 7pm at Freethorpe Village Hall**

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

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

1. Apologies

Paul Crisp (PC), Lana Hemsall (LH, County Councillor).

2. Public Forum

- a) Rural Housing Enabler – the Parish Council has championed affordable homes for local people but with only partial success. Simon Swanson, Norfolk's Rural Housing Enabler, visited and talked about his role in relation to this. Concerns were discussed, particularly the practice of developers withdrawing affordable housing after initially committing to it. It was agreed that a Housing Needs Survey for the parish would be helpful.
- b) County Councillor Report – none.
- c) District Councillor Report - GN advised that Broadland is busy delivering its services whilst preparing for the national election. GN had spoken to the Pride in Place Manager about artists working with communities. He asked to check on the grant for the church doors in memory of Janet Church. **ACTION AM**
- d) Tree Wardens' Report - JF reported that some tree wardens have retired, but 4 new ones are being trained. JF and AR advised that the silver birch near the swings requires removal of deadwood. JF kindly agreed to get an estimate from a tree surgeon. **ACTION JF**
- 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. There were no other declarations.

4. Minutes of the meeting held on Monday 20th May 2024

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

5. Matters arising from the previous meeting

- a) (3a) Ask Cllr Hemsall for an update, including Postwick P&R (AM) – done. **ACTION LH**
- b) (3b) Remind Halvergate clerk about the cluster meeting (AM) – done.
- c) (6b) Set up standing order for salary (AM) – to be done next month. **ACTION AM**
- d) (6c) Quarterly Finance checks (MB) – it was agreed to roll into next quarter's checks.
- e) (7i) Play equipment insurance clarification (AM) - carry forward. **ACTION AM**
- f) (8a) Write in support of lithium battery safety bill (AM) – done.
- g) (10d) Arrange Wickhampton Pond Subcommittee meeting (AM) – done, item 10d refers.
- h) (10e) Request update from Broadland on Rampant Horse (AM) – done, awaiting response.
- i) (11a) Follow up grass cutting concerns (AM) – done, item 10h refers.
- j) (11b) Obtain quotes for Pump fence repairs (AM) – item 10i refers.
- k) Other matters arising – none.

6. Clerk's Report

- a) Acceptance of Office (AR) – carry forward **ACTION AM**
- b) Parish Councillors were invited to comment on the new website. Its go-live was approved for August once the external audit is complete.
- c) It was unanimously **agreed** to appoint Sonya Blythe as Internal Auditor for 2025. The fee is unchanged from this year at £125.

Chair's initials



7. Finance

- a) Monthly Financial Update – was reviewed and approved. Summary as follows:

Income	£15,423.40	Bank balance	£22,781.66
Expenditure	£12,481.45	Forecast end year balance	£31,196.30

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

Ref	Payee	Description	Amount (£)
1	Andrew Moll	Salary May – payslip	207.33
2	Andrew Moll	Administration – postage expenses May	3.40
3	HMRC	PAYE – P30	51.80
4	Moulton Nurseries	Clean up & bloom inv 1757 (£80.86) 03/06/2024 VAT 13.48 inv 1762 (£80.05) 19/06/2024 VAT 10.42 VAT REG 373091554	160.91
5	Andrea Rowlands	Reimbursement for paint and sunflowers (as per receipts)	28.97
6	Norfolk Assoc of Local Councils	Payroll service 2024-25 inv 1977 31/05/2024 VAT 19.20 VAT REG 249372187	115.20
SO	Calica Computer Solutions	Speed management machine - mandates 3, 4 & 5	30.00

- c) Receipts – none

- d) To approve the CIL statement for 2023-24 – this was unanimously approved.

- e) To note the Period of Public Inspection of the Accounts – noted.

8. Correspondence

- a) For decision – (1) New resident concerns about the traffic chaos resulting worker parking and lorries for the Green View Way development were discussed along with email correspondence from the developer. The Parish Council shared the concerns of residents. The practical difficulties for the developer in getting the workers and deliveries on site were recognised. However, it was felt that more could be done in communicating impact and risk mitigations and the schedule for when the traffic impact will reduce. Parish Council considered escalating to Broadland to check whether conditions are being breached, and to the Police regarding traffic hazard, but it was agreed to give the developer a chance to respond. **ACTION AM** (2) Himalayan Balsam reporting requirement was noted.
- b) For information – Parish Council noted (1) Town & Parish Council Forum; (2) the NALC update; (3) The Humpty Dumpty 10k on 14th July; and (4) the press cutting from Richard Church about the opening of the Village Hall.

9. Planning

- a) New Applications – 2024/1729 conversion of stable to garages and workshop at 71 The Green. It was agreed that there were NO OBJECTIONS, although PB was concerned that this may be a change of use that will result in increased traffic and possible commercial activity which will have a negative impact on neighbours. It was assumed that constraints or conditions will limit the likelihood of this. **ACTION AM**
- b) Decisions – none.
- c) Enforcements – none.
- d) Planning constraints – to be considered once Rural Housing Enabler has visited.

10. Update on Ongoing Matters and Projects

- a) Speed Management – May 2024. At Chapelfield facing the Village Hall, 85th percentile speeds were down from 33.4 (2022) and 31.4 (2023) to 29.6 mph on lower volumes of 17,164 vehicles. 88% of people kept within the 30mph speed limit. At The Shop facing Reedham, where the work at the old garage site must have affected volumes and speeds,

Chair's initials



85th percentile speeds were down from 29.4 to 28.9 mph on higher volumes of 33,115 vehicles. 92% of people kept within the 30mph speed limit.

- b) Play Area Inspections – annual reports were provided, raising no issues of concern. NGF Play are due to carry out agreed repairs this week.
- c) Electronic Vehicle Charging Point (EVCP) – the supplier has asked for dates for a site visit to the Village Hall to re-quote NCC based on our application.
- d) Wickhampton Pond – the sub-committee has been formed and will meet tomorrow to shape the plan for moving forward. A helpful formal report has been received from Norfolk Wildlife Trust. Bure Valley Volunteers have been approached. Veolia have a funding and volunteering opportunity.
- e) Rampant Horse – PC advised that the pub is for sale as a business. He was concerned that the Social Club isn't open full hours, to be raised with Village Hall Committee. **ACTION DL**
- f) Clean Up & Bloom – lovely displays of flowers are now adorning the Village Hall and Flying Field memorial thanks to AR and helpers. The school have tidied the Pump. PB asked whether Parish Council owns the land for the Flying Field Memorial. **ACTION AM**
- g) Purchase of British Legion bench – AR proposed a design selected by the Village Hall Committee, which was approved, along with the purchase. **ACTION AM**
- h) Village Hall & Playing Field future development – a meeting was held with Broadland District Council on 3rd June to discuss development plans and funding opportunities to enhance the Village Hall and Playing Field. Kitchen refurbishment is the first project. Recommendations for the football pitches have been provided by the county FA. The Parish Council **approved** funding two extra cuts of the football pitches and a start of season robotic pitch setting. We have numerous areas of grass in the parish, including the football pitches, which have historically been mown by volunteers, but they are no longer able to do so. Without the volunteers and with grass now growing prolifically, the basic service we have for grass cutting is not keeping on top of it, but neither can the Parish Council raise significant extra money from people's council tax to pay for a much more comprehensive service. It was agreed that the opportunity to volunteer should be publicised.

11. Other Matters

- a) PB advised that the Chapelfield || Common sign is broken.

ACTION AM

12. Reports from Parish Councillors and items for next agenda

None.

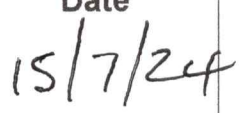
13. Date of Next Meeting

Monday 15th July 2024 7PM, 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 8:55 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 
--	---	---

