



Chairman
Nick Spencer
Parish Clerk
Andrew Moll

FREETHORPE PARISH COUNCIL

serving Freethorpe and Wickhampton

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Rose Cottage,
Squires Road,
Halvergate
NR13 3PZ

To Members of the Public,

You are hereby invited to attend a meeting of Freethorpe Parish Council on **Monday 15th April 2024 at 7:00pm** at Freethorpe Village Hall for the purpose of transacting the following business:

A Moll Parish Clerk 9th April 2024

1. To consider apologies for absence

Lana Hemsall

2. Public Forum

a. County Councillor Report (LH)
b. District Councillor Report (GN)
c. Tree Warden Report (JF/AR)
d. Public Items
e. Broads Authority Local Plan consultation

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

4. To approve the minutes of the meeting held on Monday 18th March 2024

[Minutes](#)

5. Matters arising from the previous meeting

a. (5i) Explore further school safety signage (AM)	Carry forward
b. (7a) Retain underspend on Play Equipment as earmarked reserve (AM)	Carry forward
c. (8a) Write to resident about overgrown hedge (AM)	Done
d. (9f) Double yellow lines proposals approved (AM)	Done
e. (10a) Order play equipment repairs (AM)	Done
f. (11a) Impact of site vehicles at Green View Way (AM)	Done
g. (11b) Publicise Broadland Help Hub & Handyperson scheme (AM)	Done
h. (11d) Check for drain clearance (AM)	Carry forward
i. Other matters arising	None

6. Clerk's Report

a. NALC update	For information	
b. Town & Parish Council Forum Notes, next meeting 8 th May	For information	
c. Broadland Standards Committee vacancies	For decision	

7. Finance

a. To review and approve monthly finance update	For approval	
b. To consider payments set out in appendix A	For approval	Appendix A
c. To note receipts set out in appendix B - none	For information	None
d. To receive the Internal Auditor's Report	For approval	
e. To review and approve Annual Governance Statement	For approval	
f. To review and approve Annual Accounting Statement	For approval	See 7e
g. To report on Quarterly Finance Checks (MB)	For information	
h. To review and approve Risk Assessment Schedule	For approval	
i. To review Asset Register for 2024	For approval	
j. To add AR to the bank account as a member	For approval	

8. Correspondence

a. For decision	
i. Traffic impact of the Green View Way building site – further response?	
ii. Green View Way newsletter and bus stop plans – further response?	
iii. One Million Trees for Norfolk – request for Parish Council to identify sites	
b. For information	
i. Park & Ride Survey Results	
ii. RSPB Talk at Wickhampton Church 26 th April	
iii. Travel Behaviour Survey (East)	

9. Planning

a. New applications	2023/3554 135 The Common - by 26/04 2024/0942 behind 37 Chapelfield – by 01/05	For decision For decision	
b. Decisions	2024/0319 75 The Green TRO - approved	For information	
c. Enforcements	Two cases, unchanged	For information	
d. Appeal	2023/2168 7 The Green respond by 30/04	For decision	
e. GNLP	Adoption by Broadland District Council	For information	
f. Planning constraints	Discussion with a view to logging some current constraints with Broadland planners	For decision	

10. Update on Ongoing Matters and Projects

a. Speed management statistics	For information	
b. Play Area Inspections – latest operational report available; Revised quotation for approval	For decision	
c. Electronic Vehicle Charging Point – date requested from NCC	For information	
d. Wickhampton Pond – possessory title granted; next steps?	For discussion	
e. Rampant Horse update (PC)	For discussion	
f. Bowls Club Mower purchase – delivery w/c 6 th May	For information	
g. Clean-up & Bloom – update (AR)	For discussion	

11. Other Matters

a. Purchase of Royal British Legion silhouette (AR) £175?	For discussion	
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12. Councillor Reports and Items for the Next Agenda

13. Date of Next Meeting: Monday 20th May 2024 following Annual Parish Meeting 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 Mar – payslip	207.33
2	Andrew Moll	Administration – postage expenses Mar	2.50
3	HMRC	PAYE – P30	51.80
4	Countrystyle Recycling Ltd.	INV439554 31/03/2024 VAT 3.50 Bottle & can bank emptying 07/02/2024	21.00
5	Sonya Blythe	Annual Internal Audit Invoice 4 April 2024	125.00
6	Norfolk Association of Local Councils	NALC Annual Subscription INV1462 06/04/24 VAT 0.00	252.93
7	Ben Burgess & Co	Dennis Mower for bowls club INV 454570 09/04/2024 VAT 1337.60 GB806653329	8025.60
8	NGF Play Ltd.	Deposit for play equipment repairs INV 5676 10/04/2024 VAT 188.25 GB813527639	1129.51
9	The Sign Shed	Flower signs INV 87539 15/04/2024 VAT 3.47 GB186378167	20.79
SO	Calica Computer Solutions	Speed management machine - mandates 3, 4 & 5	30.00