

FREETHORPE PARISH COUNCIL
serving Freethorpe and Wickhampton
freethorpe-pc.gov.uk

AGENDA for the Parish Council meeting 19th May 2025 7:10pm

To Members of the public,

You are hereby invited to attend this meeting at Freethorpe Village Hall for the purpose of transacting the following business: **A. Moll, Parish Clerk 7th May 2025**

1. To consider apologies for absence

John Fleetwood, Lana Hempsall, Andrea Rowlands

2. Annual Parish Council Meeting Items

- a. Acceptance of Office – forms to be signed by each parish councillor
- b. Election of Chairman
- c. Election of Vice-Chairman
- d. General Powers of Competence – a reminder that these were adopted in 2023
- e. Review and approval of standing orders, policies and procedures
- f. Appointment of representatives to Village Hall Committee, Armed Forces Champion & NALC

3. Public Forum

- a. County Councillor Report (LH)
- b. District Councillor Report (GN)
- c. Tree Warden Report (JF)
- d. Dog fouling – Public Spaces Protection consultation – for comment.
- e. Public Items

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

5. To approve the minutes of the meeting held on Monday 17th March 2025 and cancellation record for 28th April 2025

6. Matters arising from the previous meeting

- a. (6d) Publicise the bleed kit (AM) – done, posted on website and emailed the school.
- b. (10b) Purchase new noticeboard at Village Hall (AM) – done, installed by David Grint.
- c. (11) Check usage of EVCPs (AM) – in progress.
- d. Other matters arising.

7. Finance

- a. To review and **approve** the monthly finance update.
- b. To authorise payments as follows:
 - (1) Office Boffins **£693.25** INV SI2450041 Noticeboards.
 - (2) Sonya Blythe **£125.00** INV 04/04/25 Internal audit.
 - (3) Business Services at CAS Ltd. **£592.98** Insurance renewal quotation
 - (4) Norfolk County Council **£2600.00** INV10110293 Parish Partnership Gateways
 - (5) Norse Eastern Ltd. **£1750.52** INV1082692 Grounds maintenance (1)
 - (SO1) Calica Computer Solutions **£30.00** - Speed machine management
 - (SO2) Mr A & Mrs MC Moll **£207.33** - Clerk Salary.
 - (DD) HMRC **£162.00** – PAYE.
- c. To note receipts as follows:
 - (1) Broadland District Council **£8965.00** Precept (1).
- d. To receive the Internal Auditor's Report.
- e. To review and approve the Annual Governance Statement (AGAR page 4)
- f. To review and approve the Annual Accounting Statement (AGAR page 5)
- g. To review and approve the CIL Statement for 2024-25
- h. To note the Annual Duty of Care Waste Transfer Notice.

- i. To note the application for Parish Partnership Scheme – village gateways.
- j. To review and approve the Risk Assessment Schedule.
- k. To review and approve the Community Emergency Plan.
- l. To approve insurance renewal. Premium has increased to £592.98 (by 20%) due to expiry of the previous 3-year long term undertaking. Exceeds budget of £518.05. The broker checks annually for the best cover and rates available. The renewal commits the Parish Council to a new 3-year Long Term Undertaking, expiring in 2028.

8. Correspondence

- a. To note information from Age UK.
- b. To consider Village Hall concerns – (1) Rubbish around recycling bins /cardboard in paper bank (2) Fly tipping – should councils complain en masse? (3) Incident of misuse of EVCP parking spaces stopping a user – “no parking signage” suggested.
- c. To note Local Nature Recovery Consultation closing 11th June.
- d. To comment on Chapelfield resident concern over bird scarers at 5am.
- e. To note nutrient neutrality information.

9. Planning

- a. New applications – 2025/1215 7 The Green – two houses. Respond by 20/05.
- b. Decisions – 2025/0971 – 75 The Green – approved with conditions.
- c. Enforcements – one open case.
- d. Concern about drainage ditch from the Green to Sutton Crescent 2024/3521 & 2023/0421 – for comment.
- e. Affordability / viability check for Green View Way

10. Update on Ongoing Matters and Projects

- a. Speed management statistics – for information
- b. Play Area Inspections – no issues.
- c. Wickhampton Pond – visit by Norfolk Wildlife Trust awaiting update. Suggest a subcommittee when JF is available.
- d. Rampant Horse update (PC).
- e. Pump – Beighton Builders have been asked to advise on repair work
- f. Flower troughs at Village Hall and Flying Field Memorial – to consider replacing with recycled plastic troughs (AR/AM).
- g. Solar Panels for Village Hall – two more suppliers to be asked to quote.

11. Other Matters

- a. None

12. Councillor Reports and Items for the Next Agenda

13. Date of Next Meeting: Monday 16th June 2025 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