

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

AGENDA for the Parish Council meeting 15th September 2025 7pm

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 8th September 2025

1. To consider apologies for absence

None

2. Public Forum

- a. County Councillor Report – none
- b. District Councillor Report (GN)
- c. Tree Warden Report (JF)
- d. Annual Parish Meeting Format (MB)
- e. Next cluster meeting – for information
- f. Town & Parish Council Forum 2nd September
- g. Norfolk Police – to note OP Radium for information.
- h. Mindful Parish – Freethorpe is now officially a Mindful Parish thanks to 4 Well-being Champions trained in Mental Health Awareness.
- i. Broadland Futures Initiative Newsletter – for information
- j. 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 16th June 2025

5. Matters arising from the previous meeting

- a. (2d) Annual Parish Meeting – costed proposal by October (MB)
- b. (2h) Support Policy Statement on Licensing Act 2003 (AM) – done
- c. (2i) Advertise the casual Parish Councillor vacancy (AM) – done, 6a refers.
- d. (5c) Check usage of EVCPs (AM) – carry forward.
- e. (6d) Follow up with cyber security expert to ensure that current practices and processes are satisfactory (AM) – done, no issues.
- f. (8c) Application for Roadside Nature Reserve (AM) – completed and successful.
- g. Other matters arising.

6. Clerk's Report

- a. Parish Councillor vacancy - to note that no request for elections was forthcoming, so a co-option may be considered if required.
- b. To note the process for a new Greater Norwich Local Plan.
- c. For info., potholes on School Road have been repaired. Further Highways requests have been made to reduce the brambles on Chapelfield, which should be dealt with in verge cutting soon, and to replace the 30mph signs on Palmers Lane, which has been scheduled.

7. Finance

- a. To review and **approve** the monthly finance update.
- b. To authorise payments as follows:
 - (1) Norfolk Association of Local Councils **£114.20** – INV2734 Payroll service 24-25
 - (2) PKF Littlejohn LLP **£378.00** – INV SB20251235 External audit
 - (SO1) Calica Computer Solutions **£30.00** - Speed machine management
 - (SO2) Mr A & Mrs MC Moll **£207.33** - Clerk Salary.
- c. To note receipts as follows:

None

- d. To note the completion of the External Audit. The paper provided explaining the revised asset position was accepted and a subsequent amendment to the brought forward figure approved, initialled on the AGAR by AM and NS. Notice of Conclusion of Audit has been published. All documents are at <https://freethorpe-pc.gov.uk/finance/>
- e. To note that from 1st October the bank will charge £4.99 a month for our banking.

8. Correspondence

- a. To note the bus timetable changes
- b. To note the report from NORJAM

9. Planning

- a. New applications – none.
- b. Decisions – 2025/1390 60 Lower Green, change of use to Annexe approved.
- c. Enforcements – one open case.
- d. Affordability / viability check for Green View Way

10. Update on Ongoing Matters and Projects

- a. Speed management statistics – for information; also to note that a resident has reported a couple of occasions when the signs have flashed back a higher speed.
- b. Play Area Inspections – no significant issues. A quote has been requested for some double nut covers on the Giggleswick Plus play equipment.
- c. Wickhampton Pond – Norfolk Wildlife Trust have suggested an alternative for removal of crassula. The feasibility is still being established.
- d. Rampant Horse update (PC).
- e. Solar Panels for Village Hall – to approve application for National Lottery funding.
- f. Pump Repairs – to approve initiation of project based on decision paper.
- g. Gateways – all information provided, likely within next few weeks.
- h. Village Hall – check rep for next meeting.

11. Other Matters

- a. None

12. Councillor Reports and Items for the Next Agenda

13. Date of Next Meeting: Monday 20th October 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