

ASHWELLTHORPE AND FUNDENHALL PARISH COUNCIL

Draft Minutes of Meeting held on Tuesday 9<sup>th</sup> January 2024  
at 6.50 pm Meeting held at Thorpe Hall Ashwellthorpe

Present: J Ives (Chair)  
M Williams  
C Leggett  
S Allen  
R Burridge

Alan Arber (Clerk)

District Councillor Bob McClenning, Ian Spratt

One member of the public in attendance.

1) Apologies for Absence

Apologies received from Serge Engamba. All agreed to accept

2) Declarations of Interest.

No declarations of interest

3) Minutes of the Meetings on 12<sup>th</sup> December 2023

The minutes were then agreed and signed by the Chairman as an accurate record of the meeting.

**Proposed: Cllr Williams      Seconded: Cllr Allen**

4) Public Open Forum

County Councillor Catherine Rowett's gave no report District councillor Bob McClenning gave the following report Things were quiet as expected over Christmas and New Year.

We have had a reply and an apology from Cllr Graham Plant Cabinet member for Highways at NCC. So hopefully we will get some activity dealing with the B1113 flooding north of Swardeston.

The District Councillors Ian Spratt, Jim Webber and I have agreed to contribute £600 from our councillor allowances towards the purchase of a SAM 2 machines. Ian

Chair.....

Spratt gave some thoughts on the Mardle as he is stepping down as editor of the magazine and he has done for over 12 years with over 25 issues done and the councillor is in the process of creating a brief explanatory issue in 4-page full colour to all the parishioners in the villages of Ashwellthorpe and Fundenhall. This will include a full statement as to why the councillor is stepping down. The councillor will be paying for the full costs of the last publication to be done. The context of this is that due to the role of a district councillor takes time and effort and really does not have the time to continue to editor. It is hoped the Mardle will be taken on by someone else asap. The deadline is set for the leaflet by the end of January to be distributed just after then to the whole parish.

5) Planning

2023/3783 Supported by the Parish Council with the following comments included It is that the new site will enhance the look of the village and will really ensure an untidy area looks better.

6) Matters Arising from previous Minutes.

No matter arising.

7) To hear an update and consider any necessary action regarding the following

Speed Awareness Machines and Faults No report all working well.

8). Finance

a) To note the following payments made since last meeting

None

b) To consider payment of the following:

- i. Alan Arber December Salary £373.62
- ii. EE Mobile Internet for Clerk's office December £41.18
- iii. Npower Street Lights December £68.71
- iv. S Allen Maintenance £90.76
- v. KBS Depot New Noticeboard for New Road £541.20
- vi. Viking New Printer and stationery £188.05
- vii. TT Jones Street light maintenance £52.48
- viii. HMRC Tax and NI £162.80
- ix. To note any payments received after the agenda is posted

None

c) Receipts since last meeting

HMRC Vat refund	£1652.45
Transfer from savings account	£1481.67
Insurance claim monies from Aviva	£1210.00

Chair.....

- d) Councils current financial standing  
Community Account: £9323.94  
Business Account: now closed

**Proposer Cllr Legget seconded Cllr Williams**

The Chair signed the bank statements as a true record of this minute.

- e) To receive the Internal control for the third quarter  
Internal control Officer Councillor Leggett had done the internal control and found no issues
- f). To agree the budget and precept request 2024-2025  
The clerk had produced the figures for both and it was agreed that we would

increase our precept by 15% taking our precept request for 2024-2025 and this figure would be £12,090.00 with the band D increase being 15% or £4.41 per year equating to 8p per week. All councillors checked the precept request and agreed it was correct and the chair duly signed the precept request form. **Proposed Cllr Leggett**

**Seconded Cllr Williams** 9) Update on Thorpe Hall and other issues.

The clerk reported that he has the forms for the planning application and will get help by a planning officer to fill these out to ensure they are correct on his return from leave in late Feb 2024.

No reply had yet been received on the letter sent in November on the hire of the office moving forward.

Cameo night went well and Father Christmas did a good job.

- a) Blacksmiths Lane  
This is an ongoing issue and its really worrying that nothing has been done yet and the clerk was tasked with sending an email to Highways and County councillor to ask for an urgent site meeting asap.

- b) Footpaths No report.

- c) Village maintenance  
The clerk reported that the insurance company had paid out our claim and then commented the noticeboard for New Road has been received and it is hoped Simon Allen will erect in the coming weeks. The company also sent posts and it was agreed to return these and Simon will do the posts himself

**Proposed Cllr Leggett Seconded Cllr Williams**

There is a pothole on New Road near Gibraltar farm and the clerk will report asap

- d) To review the data from the SAM 2 machine including New Road  
The clerk had unloaded the data from new road and the SAM 2 machine had been switched round as agreed. The figures were a little worrying as one speed of 70 mph had been recorded coming into the village on 30/12/23 and that a

Chair.....

total of 27,155 vehicles had used the road in the time the SAM was collecting the data at an average of 971 per day one way.

e). To look at current providers for contractors to the parish council for services

The clerk is looking into this at present but with no joy.

The clerk also provided a quote for the building of a new website for the council by Steve Jackman at a cost of £360 plus vat. The clerk had used Steve to build the sites at his other councils and recommended that we proceed as although the initial cost was higher it would save us money in the long run whilst using Norfolk ALC services.

**Proposed Cllr Leggett      Seconded Cllr Ives**

f). Wood farm development

Still no reply on the issues from the developers’ solicitors on this and a resident who lives beside the plot of land on the approach to the village hall has approached the Chair to ask who is responsible for its maintenance - the Chair then went to see Mr Muskett on this issue and after a discussion it was agreed that the chair would again speak with Mr Muskett on getting then works done with Mr Muskett paying for this.

**Proposed Cllr Allen      Seconded Cllr Ives**

g). Correspondence.

Asset register has been updated

Planning application 2023/3783 received

Precept request paperwork received

Website updated

Quote received from website contractor to look at producing a new website

Insurance claim now paid out

Budget Completed

Blacksmith’s lane information sent to County Councillor

Pride in place clean it and bloom final grant paperwork sent in to SNDC

Parish precept Request form completed for councillors

The internal auditor has been informed we are happy to use her services again and reply received all okay

New Road noticeboard received

Internal Control undertaken

All Defib checks undertaken

Play area checks undertaken

New printer ordered and installed

Parish online had confirmed order received and are working on our order at present.

Chair.....

10) Items for the Next Meeting: Wood lane development

11) Date and Place of the Next Meeting:

19<sup>th</sup> March 2024 at Thorpe Hall at 7.00pm

Meeting closed 7.50 pm

Chair.....