

Minutes of the meeting of Ashwellthorpe & Fundenhall Parish Council held on Tuesday 18th June 2024 at St Nicholas Church, Fundenhall

Present: Jacqueline Ives

*Roy Burridge
Simon Allen
Charlotte Wood
Tina Higlett (locum clerk)
Four members of the public*

J Ives read out the council's policy on recording of parish meetings

1) To appoint Chairman due to resignation of previous incumbent.
Cllr Ives proposed Cllr Allen seconded by Cllr Burridge.
Cllr Allen duly accepted and signed the declaration of acceptance.

2) To consider apologies for absence.
Nil

3) Declaration of Interest for Items on the Agenda and Dispensations for Councillors with a Pecuniary Interest
J Ives Agenda item council's D Day costs and Pride in Bloom.

4) To approve the minutes of the meeting held on Tuesday 21st May 2024.
Minutes were agreed as a true record of proceedings with no amendments.
Proposed by Cllr Ives seconded by Cllr Woods

5) Public Participation

Two members of the public were in attendance with a view to joining the parish council later.
I Spratt was in attendance in his capacity as a member of the public. A report will be included with minutes

Member of the public asked the question as to why when they had corresponded with the clerk that Cllr Wood had responded. Correspondence was asking if the council had agreed to the letter which was sent by the clerk to South Norfolk Planning reference parking on the highway. Member of public asked for 'most nights' to be retracted from the said planning application comments as it was defamation of his character and was inaccurate. Asked also why council had received three resignations after the last meeting, which included the clerk. Cllr Ives stated that each resignation was down to personal reasons and was not related to this issue at all. The words in the response to the planning application was the clerk's interpretation from discussion reiterated by councillors, and that if a vehicle is parked on this stretch of road close to the junction it is not sometimes visible when coming around the corner. A FOI request had also been submitted by member of public. J Ives asked member of public whether they were recording meeting and they stated they were. Member of public later left the meeting.

Chair.....
Ashwellthorpe & Fundenhall PC

6) Planning

To receive a report on planning applications determined since the last meeting.

2023/1332 Change of use Black Hall Farm Tracie Road. Council had stated no comments and this was agreed unanimously.

7) Matters arising from the previous month minutes.

None

8) To hear an update and to consider any necessary action regarding the following:

- a) Speed awareness machine and battery fault.

No report.

Action Point: Cllr to be appointed to oversee.

9) To agree to adopt the General Power of Competence

This was not adopted due to resignation of the clerk who has the CILCA qualification. Council will also need to have two thirds of the council elected. It was also noted that this should be carried out at the annual parish council meeting.

10) Finance

- a) To note payments made between meetings.

None.

- b) To approve Payments

| | | | |
|------|-----------|---|---------|
| I. | A Arber | Salary – May | £373.82 |
| II. | EE | Mobile Internet for Clerks office (May) | £44.44 |
| III. | N Power | Street Lighting May | £55.86 |
| IV. | W Hodgson | Grass Cutting | £357.50 |
| V. | HMRC | Clerks taxation | £86.60 |
| VI. | TT Jones | Street Lighting maintenance | £52.48 |
| VII. | I Ives | D Day Costs and Pride in Bloom | £357.00 |

Payments approved by by Cllr Woods seconded by Cllr BurrIDGE

- c) To note receipts since last meeting

None.

- d) Councils current financial standing Balance 1st June 2024 - £12742.64

- e) e) Annual Internal Auditors Report See appendix 1.

f)

Action Point: Council to review report at next meeting when there is a full council.

- f) To appoint additional signatories to bank account.

Chair proposed looking at moving to a new bank and consider signatories when there is a full council. Councillors who have resigned from the parish council will need to be removed from the account.

11) Thorpe Hall report

Cllr Ives spoke of the proposed charge to the parish council for the use of the office. Clerk suggested looking at previous minutes/plans when discussion between the developer and council around the layout of the building and whether this was identified as a 'parish office.'

12) To receive a report and to consider any necessary action

- a) Blacksmith Lane.

Chair.....
Ashwellthorpe & Fundenhall PC

Police/Highways/County are aware of the problem with 40 tonne trucks using this stretch of road, which has weight restrictions on it of 3.5 tonne. There are also conflicting road signs when it comes to weight allowance. b) Footpaths

No report.

c) Village maintenance

Lifebuoy rope bags have been ordered. Clerk has completed a planning application for the installation of signs on the play areas. Placement of signage to be discussed at next meeting

Action Point: To obtain update from clerk. d) SAM data.

No report.

Action Point. Clerk to download data and present at next meeting.

e) Wood Farm Development No report.

f) Purchase of Memorial Plaques.

Chair proposed Cllr Ives should order plaques. All agreed unanimously.

Three trees will be planted by the pond in memory of B Duffin, J Franey and C Bushell who were all past members of the parish council. Council will also arrange for a memorial brass plaque for D Turner, to be placed on the bench by the village pond.

Service date to be advised and family members invited to attend.

g) Grass cutting contract.

Council discussed how many cuts should be carried out a year. This is for the area around the pond and up to the village hall. A 3-year contract with 22 cuts could cost more than £4000. Quote to be obtained from current provider of service along with other interested parties. Footpaths are cut by different contractor.

Action point. To obtain further quotes as per financial regs.

h) Website and. Gov UK email addresses

Cllr Woods to discuss progress with clerk and the updating of website. Going forward Cllr Woods will oversee the website. Agreed unanimously.

13) Correspondence

a) Audit submitted to PKF Littlejohn

b) General Emails

c) Resignation from councillors (South Norfolk noted).

d) South Norfolk - Grant for Electric Vehicle charging point at village halls.

e) Confirmation of renewal of Insurance. 14) Items for next meeting agenda. a) Co-option to the council

b) Park and Ride facility in the village

c) Thorpe Hall – use of office

d) Grass cutting contract

e) Website/Gov UK email accounts for councillors

f) Signage for hall

g) Speed awareness data

h) Councillor roles

i) Appointment of new clerk.

j) Auditors report for discussion.

15) Date of next meeting.

23rd July 2024 – St Nicholas Church Fundenhall.

Chair.....
Ashwellthorpe & Fundenhall PC

Meeting closed at 20:26.

Appendix 1. Audit report.

Appendix 2. District Councillors report.

Chair.....
Ashwellthorpe & Fundenhall PC