

ASHWELLTHORPE AND FUNDENHALL PARISH COUNCIL

Draft Minutes of Meeting held on Tuesday 7th June 2022 at 7pm
Meeting held at Thorp Hall, Ashwellthorpe.

Present: J Ives (Chair)

N de Spon

G Williams

R Burridge

C Leggett after item 2

A Arber Clerk

Three members of the public including District Councillor I Spratt, Gerry Francis, Mr Legg and County Councillor Barry Duffin

- 1) To consider the co-option of new councillor

Chris Leggett introduced himself to the council and outlined why he wanted to become a councillor.

Proposed Cllr Williams

Seconded Cllr Despon

All agreed to co-opt

- 2) New Councillor to sign the acceptance of Office and register of interest's forms witnessed by the clerk.

- 3) Apologies for Absence
Apologies received from S Allen.

- 4) Declarations of Interest
Jacqueline Ives for a payment
All agreed to accept.

- 5) Minutes of the Meetings on 17th May 2022
Agreed and signed by the Chairman as an accurate record of the meeting.

- 6) To agree the salary details and receive and sign the contract of the new parish clerk
It was agreed to appoint Alan Arber on a permanent contract. The salary and terms Are agreed at SCP 21 £14.02 per hour for 5 hours.
Proposed Cllr Despon Seconded Cllr Williams

- 7) Public Open Forum
County councillor Barry Duffin commented that we need to get our response into the pylon debate to both County Council and District councils ASAP
District councillor Legg commented that the phosphate and nitrate run off is causing issues with a scheme called Nutrient Neutrality which is holding up building

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applications for new builds and the worry our s106 agreement may be held up due to this. The move to Broadland Business Park is moving forward and a date of Sept 2022 was detailed but it was felt it would be longer. SNDC would close the current offices in Long Stratton and as yet what they will do with them is unknown.

District Councillor Ian Spratt also commented that he will be attending a huge public meeting at Tibenham on the 9th June and will report at the next meeting on his findings on the pylon issue.

8). Planning

2022/1019 Location: 24c The street Ashwellthorpe

Proposal: New Garden room.

The Parish Council reviewed the applications and decided to support the applications Proposed by Cllr Williams, seconded by Cllr de Spon, all in favour

2022/1036. Location: The Grange Barn, Whipps Lane, Fundenhall

Proposal: Demolish section of boundary wall under listed building consent

No comment made at the meeting but Cllr Despon will visit the site and get back to the clerk with comments.

9). Matters Arising from previous Minutes,

a) Noticeboard

A response regarding the posts was awaited from Highways, the Clerk had chased the Highway engineer today but no reply yet received.

b) Speed Awareness Machines and Faults

A response had not been received from the manufacture; the Clerk would continue to pursue. It was agreed to send a solicitor's letter to the company asap.

10). Finance

a) To receive and agree the Insurance policy for the coming year

The insurance policy was under review and it has been renewed automatically and Gallaghers are on the case and are looking at this and will reply once we have the decision. A fee of over £1580 had been sent in and once the split is known we can make payment.

b) Payments Since Last Meeting

None.

c) Payments for Agreement

The following payments were agreed:

A Arber	Salary and expenses	£402.75
NALC	Annual Charge	£218.65
NPTS	Locum Clerk	£83.49
J Ives	Queens Jubilee Costs	£363.43

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HMRC	3 months Tax and NI	£217.93
J R Vincent Bunn	Footpath maintenance	£394.63
Proposed Cllr Despon	Seconded Cllr Williams	

The clerk also commented that he had done the VAT reclaim for 2021-2022 and it totalled £1084.80 and all councillors had a copy in their meeting pack.

A discussion was then had on the Parish Insurance and it was agreed that the payment would be made once all points on how the insurance is split had been agreed

d) Receipts since the Last Meeting:

None

e) Financial Position as of 1st June 2022

The bank statements had not been received yet as they still went to the old clerks address and are then forwarded onto the new clerk. It was agreed that Gus Williams would become a new signatory to replace Chris Eastwood and that the clerk would contact Barclays on this matter along with changing the mandate to get the correspondence to his home address and also look at the possibility of internet banking in the future.

Proposed Cllr Despon

Seconded Cllr Ives

f) Internal Audit Report

This had been received from S Blythe, it was noted that there were no issues raised.

h) AGAR – Certificate of Exemption

Proposed Cllr Despon

Seconded Cllr Williams

i) AGAR – Annual Governance Statement

Proposed Cllr Williams

Seconded Cllr Leggett

j) AGAR – Accounting Statements

Proposed Cllr Despon

Seconded Cllr Williams

k) To adopt the new standing orders and financial Regulations

Proposed Cllr Leggett

Seconded Cllr Williams

11). Update on Thorpe Hall.

We move closer and it is hoped that the handover will happen next week but there are some minor items that need attending too especially around a by back clause if there are serious issues with the way the trustees act moving forward. Pond permissive path and the village green will be kept by the Parish council and everything else will transfer into the village hall charity.

The chair asked for the clarification on the village green and Nick Despon clarified this to the chair. It was commented that the pond area was causing issues with visibility at the junction.

12). Other Items

Chair.....

Emails on Green east Project
TT Jones letter on annual inspection of street lights
Insurance details received
Co-option request for a new councillor.

14). Items for the Next Meeting:

- **Internal control Officer**
- **Speed machines response**
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At the end of the meeting a discussion ensued on the issues of the hedges on the paths on the street in Ashwellthorpe and how they left very little room for people to walk on the paths and it was agreed that Cllr Williams would speak to some of the house owners to get them to cut these back and District Councillor Ian Spratt would also speak to South Norfolk District Council on this issue too. Comments on the gullies also being overgrown were mentioned and again District Councillor Ian Spratt would contact South Norfolk Council on this issue.

Date and Place of the Next Meeting:

19th July 2022 at Thorpe Hall at 7pm
Meeting closed 20.11pm

Chair.....