

ASHWELLTHORPE AND FUNDENHALL PARISH COUNCIL

Draft Minutes of Meeting held on Tuesday 18th July 2023 at 7pm Meeting held at St Nicholas Church Fundenhall

Present: J Ives (Chair)
C Legget
S Allen
R Burridge arrived 19.10
M Williams
C Leggett

Alan Arber (Clerk)

One member of the public

1) Apologies for Absence

Apologies were noted from District Councillor Ian Spratt

2) Declarations of Interest None.

None

3) Minutes of the Meetings on 20th June 2023

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

Proposed: Cllr Leggett Seconded: Cllr Allen

4) Public Open Forum

Cllr Leggett read our District Councillor Ian sprats report **Attached at Appendix 1** A parishioner commented on this and wondered how the information is getting out to the public other than the website. Hopefully more information will be put into the Mardle as well.

Comments were made on this that it seemed that it was a company would pick up the installation for all local pylons from a person he knew that dealt with this issue in his present .

Chair.....

A question of the costs was raised and that the full costs not being known was a worry.

5) Planning

No Planning this month

6) Matters Arising from previous Minutes,

a) Speed Awareness Machines and Faults

The clerk reported that the new SAM 2 machine is now in place and working well and he will be applying through the Parish Partnership Grant system to get another in the 2024-2025 round of Funding.

Cllr Williams noted that he had taken to old machines down and requested permission from the councillors to dispose of the old machines safely and in the correct manner

Proposed: Cllr Leggett

Seconded: Cllr Allen

7) Finance

a) Payments Since Last Meeting None.

b) Payments for Agreement

The following payments were agreed:

I. A Arber	June Salary	£353.02
II. EE	Mobile Internet for Clerk's office June	£41.18
III. Npower	Street Lights June	£38.43
IV. HMRC	Tax and NI	£112.15
V. Mr Bunn	Footpath maintenance	£394.63
VI. TT Jones	Street Light maintenance	£52.48
VII. GLS	Pond work maintenance	£864.00
VIII. Npower	Street Lights July	£34.25

Proposed: Cllr Ives

Seconded: Cllr Leggett

c) Receipts since the Last Meeting:

Thorpe Hall for Grass Cutting wrongly charged and paid for by the Parish Council £120.00

d) Financial Position as of 18th July 2023

Community Account: £12402.77

Chair.....

Business Savings Account: £3462.39

Total £15865.16

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

e) To receive the Internal control report

Cllr legget had undertaken this and found no issues

8) Update on Thorpe Hall and other issues.

a) Thorpe hall and drainage near the patio

The Grass outside Thorpe Hall has been cut but still the edges need doing and the clerk had spoken to Richard Marden and this will be done asap as well as the strimming of the play area.

b) To discuss to proposal to adopt the extension of the play area and sign the legal documents on behalf of the parish council witnessed by The Clerk

The clerk produced the documents from Thorpe Hall Trustees and requested a member of the Parish Council these and he would witness them

The document was signed by Cllrs Leggett and Allen and was then duly witnessed by The Clerk

Proposed: Cllr Williams Seconded: Cllr Leggett

9) To receive a report on ongoing issues and consider any necessary action

a) Footpaths

Complaints were still being received and it was agreed the clerk would contact Mr Bunn asap to get all the footpaths cut asap.

b) Village maintenance

Highways have cut back the verges all along the village to allow walking along the path and how safe they are now. The clerk was thanked for his work on this. The council placed on record the amazing job done by GLS on the pond area and instructed the clerk to contact them to inform them asap with the council's thanks on their work.

Cllr Leggett is awaiting quotes from companies for keeping the area in good order as we had already had one from GLS and we still await the quotes and a decision will be sent round via email on which company we use and minuted at the next meeting.

c) Community speed watch

No volunteers have come forward for the speed watch group and the equipment is being returned to Norfolk Police. The SAM 2 machine has been installed as noted earlier in the meeting and it is hoped by the time, we meet in September we will have 2 sets of data from the machine.

Chair.....

d) To discuss the need for a tree survey in the village asap
The trees over the pond on Mr Turner land and the ones in Knyvett Green once we know if we own them then it was agreed once we knew which trees, we owned this would be done asap

e) To agree the purchase of 3 memorial trees for the pond area
The clerk had spoken to the owner of the Foundry Garden Centre who will supply 3 trees at a reduced price of £90 instead of £180 and once GLS could plant them the clerk would purchase and bring them to the area on that day for GLS to plant. It was noted that all the areas GLS had made ready for the trees and plants would need watering at the start and it was agreed to share this among the councillors and Clerk.

Proposed Cllr Leggett Seconded Cllr ives

f) Defib Training
The clerk has booked the councillors on the NARS training for first aid being run by Bunwell Parish Council on 8th August at Bunwell Village Hall from 7pm He asked for the names of councillors that would be attending

g) To discuss the provision of adult play equipment
The chair took the meeting through this proposal and there is a private donor willing to donate £5000 towards the project. The clerk had contacted a company to get a quote but has also enquired on the possibility of extra funding to assist the project and help with payment for a better area. It was also discussed the need for a bigger sign for the play area to be designed thanking the funders plus a new dog sign asap. This would be concreted in to stop it being stolen.

h) To instruct the clerk to update all Parish council Policies
The clerk was instructed to carry out this but also to provide the councillors with copies of the new LGA code of conduct, Standing orders and Financial regs in time for the next meeting in September.

10) Correspondence.

Defib Training emails with Bunwell parish Council

SAM 2 machine collected from Westcotec

Paperwork received on the transfer of the play area to the parish council but too late for this agenda and meeting

Issue with Barclays now sorted and Chris Leggett and Simon Allen had spoken with Barclays and this should be sorted in the coming days

Invoice from TT Jones received Invoice from GLS received.

Chair.....

Complaint regarding the footpaths received
Letter of thanks received regarding the great work the PC are doing in the village from a parishioner
Pot hole in Knyvett Green reported and work carried out
Email to highways on the village paths and the need to get them cut ASAP sent and work carried out
Email regarding changing the Defibs over to Parish council but need parishioner's email and password to do this asap Internal control undertaken
Parish Partnership bid started
Funding for new adult play equipment looked at
Adult Play Equipment quote received
Ian Spratt report received
Register of Interests forms returned with addresses on
AGAR had now been logged and the work would start on this asap by PKF Littlejohn
Westcotec quote received for Parish Partnership application

11) Items for the Next Meeting:

Adult play Equipment
Parish Partnership project
Pylons Debate
Tree survey
Maintenance of pond area contract

12) Date and Place of the Next Meeting:

19th September 2022 at Thorpe Hall at 7pm

Meeting closed 7.55pm

Chair.....