

Ashwellthorpe and Fundenhall Parish Council

**Minutes of the Annual meeting of Ashwellthorpe Fundenhall Parish Council
held on Tuesday 15th May 2018, 8pm in Ashwellthorpe Village Hall.**

Present: Jacqueline Ives (chair)

Jerry Franey

Nick De Spon

Ian Bishop

Roy Burridge

Mrs T Higlett (clerk)

Members of the public - None

1) Election of Chair

Jacqueline Ives was elected unopposed, proposed by Nick De Spon, seconded by Ian Bishop – all in favour.

2) Signing of Declaration of Acceptance of office

This was signed by Jacqueline Ives and witnessed by the Clerk.

3) Election of Vice Chairman

Nick De Spon was elected unopposed, proposed by Ian Bishop seconded by Jerry Franey, all in favour

4) To consider apologies for absence

It was resolved to accept apologies from Barry Duffin and Chris Eastwood.

5) Declaration of Interest for Items on the Agenda and Dispensations for Councillors with a Pecuniary Interest

None.

6) Minutes of the Meeting Held on 20th March 2018

These were agreed as a true record of proceedings with no amendments.

7) Public Open Forum

None

8) Reports from Councillors

(i) Footpaths

Jerry Franey reported to council that cutting of the footpaths to commence soon. Clerk was asked to correspond with Highways regarding contribution towards maintenance as agreed in 2017.

(ii) SAM2 and Community Speed watch

Ian Bishop informed council that the SAM2 machine has now been positioned near the Bridleway. Community Speed watch has been out in force on fifteen occasions and 241 registration numbers have been submitted to the local constabulary. The police have also been seen to carry out they're on check on New Road. Average mileage seems to be between 40 and 50mph, with one vehicle caught doing over 50mph. Six people have given up their time to be involved in the community speed watch and the parish council would like to pass on thanks to those people.

Chair.....
Ashwellthorpe & Fundenhall PC

(iii) Village Hall

Nick De Spon advised that the film nights have now ended and will recommence again in September. There are plans for another Quiz and Chips evening and Bingo.

(iv) Commemoration of end of World War One

Jaqueline Ives confirmed Kings Head, Ashwellthorpe as the venue. A family barbecue along with music has been arranged as part of the event. Leading up to the event editorial will be included within the Mardle. An events licence will need to be applied for and our insurers will also require notifying. Ticket price has yet to be agreed but looking at around £2 which will include the food. A grant has been obtained from South Norfolk of £250. Members suggested perhaps a permanent commemoration within the villages.

9) Planning

- (i) 2018/0840: Belmont Smithy Corner Wymondham Road Ashwellthorpe NR16 1EN
Proposal: Two storey extension including balcony, extension to garage. Cladding change to render and horizontal cladding and change of windows and doors.

Consider approval with no comments on this application

Proposed Nick De Spon – seconded by Ian Bishop – all in favour

- (ii) 2018/0510: The Lodge, The Street Ashwellthorpe NR16 1EX
Proposal: Replacement of existing conservatory with boiler house and replacement of 2 no. rooflights with conservation style 'Velux' roof windows.

Consider approval with no comments on this application

Proposed Nick De Spon – seconded by Ian Bishop – all in favour

- (iii) 2018/0996: The White Hall Traice Road Fundenhall NR16 1HQ
Proposal: Variation of condition 2 following 2015/1881 - revised location of cart shed

Consider approval with no comments on this application

Proposed Nick De Spon – seconded by Jerry Franey – all in favour

10) GDPR and new Data Protection Law

Clerk updated members that a Data Protection Policy, Privacy Notice and Email Consent form all of which had been agreed, were now available on the website.

11) AGAR and certification of Exemption for smaller authorities

Clerk informed members that the Internal audit would take place on the 31st May 2018. Smaller authorities are exempt from an external audit if under £25,000 threshold. Parish Council will need to sign an exemption certificate should they choose to exempt from an external audit.

12) To adopt following documents

Effectiveness of Internal Control

Financial regulations

All in favour – signed by Chair

Asset Register will be reviewed by Nick De Spon.

Clerk advised due to workload that Standing Orders are still to be reviewed.

Chair.....
Ashwellthorpe & Fundenhall PC

13) Finance

- (i) Community Account Balance £13501.17
 Business Account Balance £3432.52

(ii) Cheques/Invoices for Approval

Date	Payee	Method	Description	Amount
12/05/2018	EON	Direct Debit	Electricity	22.45
15/05/2018	Autela	Cheque:100801	Payroll Service	40.32
15/05/2018	T Jones Electrical	Cheque:100802	Street Light Maintenance/repairs	175.93
18/05/2018	Came & Co	Cheque:100803	Insurance	558.96
19/05/2018	T Higlett	Cheque:100804	Clerks Salary	203.83
18/05/2018	NALC	Cheque:100805	GDPR Training	90.00
18/05/2018	T Higlett	Cheque: 100806	Printer Cartridge+ Stamps	27.33
18/05/2018	NALC	Cheque: 100807	Subscription	203.31

Income:

27/04/2018	South Norfolk	Precept -1st payment	4680.72
02/05/2018	J Dring	Land rent	1400.00

14) Correspondence

- (i) Norfolk ALC newsletters
- (ii) EON Energy Prices
- (iii) Elancity – Radar Speed Sign
- (iv) NCC Consultation – draft Norfolk Access Improvement Plan.

15) Subscriptions

Members proposed renewal to NALC

Proposed Nick de Spon seconded by Ian Bishop – All in favour

16) Noticeboard on New Road

It was proposed that quotes should be obtained for repairs/replacement of noticeboard on New Road. Clerk advised members that the funding for new noticeboard could come from Cil money. Chair also informed members that the Perspex covering on the PRoW board has deteriorated making it difficult to read map. Perhaps members should consider replacing this in the near future too.

17) Correspondence

Chair.....
 Ashwellthorpe & Fundenhall PC

NALC newsletters; South Norfolk Residents parking scheme; T T Jones change of ownership; South Norfolk Community Fund; South Norfolk First World War Event.

[18\) Public Forum \(2\)](#)

No Public

[19\) Items for next month's meeting](#)

Pumping station; Fundenhall Post Box; Restoration of Fundenhall Village Sign and seating; clerks salary

Date of next meeting 19th June 2018, 7.30pm St Nicholas Church Fundenhall

Meeting closed at 8.40pm