

Ashwellthorpe and Fundenhall Parish Council

Minutes of the Annual Meeting of Ashwellthorpe & Fundenhall Parish Council held on Monday 20th May 2019, 8:00pm in St Nicholas Church, Fundenhall

Present: Jacqueline Ives (Chair)

Nick De Spon

Chris Eastwood

Roy Burridge

Ian Bishop

Jerry Franey

Mrs T Higlett (clerk)

Members of the public

1) **Election of Chair**

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

Declaration of Office signed by Chair Jacqueline Ives.

2) **Election of Vice Chairman**

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

3) **Apologies**

Nil

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

None

5) **Declarations of Acceptance of Office**

All declarations had been duly signed.

6) **Minutes of the Meeting held on 16th April 2019**

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

7) **To consider possible Co-Option onto the Parish Council**

None

8) **Public Forum**

(i) An update was given on the Wood Farm development which is currently ahead of schedule by two months. Discussion was had around the village green and whether it should be handed to Norfolk County Council who would adopt it. If NCC were to adopt it this would make it difficult for the parish council, as it would mean council would need to apply for planning permission on anything they should wish to do with the land. Advised to keep ownership of new village green.

Football pitch maintenance will cost around £2,000 a year but a sinking fund has been set at £10,000.

Hedges may require cutting three times a year.

The roof on the new village hall will now be a pitched roof which means this has had to go through South Norfolk Planning as the original plan was to have a flat roof.

Another application has also gone through to change the bowling green to tennis courts. Overall the scheme should be completed within 24 months. Affordable homes have to be built first. Showhouse should be ready in four/five months. The scheme has received the

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highest score in South Norfolk for design etc. Chair thanked Mr Muskett for updating Parish Council.

It was proposed that a meeting should be arranged with the Village Hall Committee to discuss the village hall. There is also the question as to what will become of the old village hall. This is currently a registered charity; will the new village hall also be a registered charity. It was suggested that the Clerk contact NALC for advice on management as this is a new area for the Parish Council. Council will also need to source a solicitor and NALC would be able to assist with this.

Vote to arrange a meeting specifically to cover village hall.

Proposed by Jerry Franey - seconded by Ian Bishop – all in favour

(ii) Newly elected District Councillors were in attendance. Gerald Francis and Nigel Legg represent Mulbarton & Stoke Holy Cross ward. Both were congratulated on their election and council are looking forward to working with them.

(iii) County Councillor had sent his apologies.

9) Election of Representatives

(i) Footpath Warden

It was agreed to reappoint Jerry Franey

(ii) Community Speed watch

It was agreed to reappoint Ian Bishop along with Chris Eastwood.

(iii) Village Hall Management Committee

It was agreed to reappoint Nick De Spon

(iv) Village Maintenance

It was agreed to appoint Chris Eastwood.

10) Matters arising from Minutes

(i) Purchase of second Speed Indicative Device (SID). Order has been placed and this machine will be erected near Wood Farm on the Street. The Sam machine will remain on New Road. Council propose to purchase another SID machine which can then remain near the Bridleway. Question was asked as to whether we could have 30mph painted on the road. Council to ask Cllr Spratt when next in attendance at Parish Council meeting. It was noted that the speeding figures appear to be lower at the centre point of the village.

(ii) New planters. One new planter required for Fundenhall. Chair to provide costs at next meeting.

11) To review Standing Orders

Standing Orders had been distributed to councillors prior to meeting. Reviewed and agreed.

12) Review Financial Regulations

The Financial Regulations were reviewed and agreed.

13) Review of Asset Register

The asset register was reviewed and agreed.

14) Review of Risk Assessment

These were reviewed and agreed.

15) Review of Complaints Procedure

Complaints Procedure was reviewed and agreed.

16) Review Councils procedure for handling requests made under the Freedom of Information Act and GDPR.

This was reviewed and agreed.

17) Planning

(i) 2019/0924 Location the Old Post Office, The Street Ashwellthorpe. Replacement of 4 windows to the rear. Council supported this application.

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Vote : Chris Eastwood Proposed – seconded by Ian Bishop – agreed unanimously.
(ii) 2019/1041 Location Church Lane, Fundenhall. Installation of 36 ground level Solar Panels.
Council had no comments.

Vote: Chris Eastwood – seconded by Jerry Franey – agreed unanimously.
Clerk to inform South Norfolk Planning on comments.

18) Review and agree Insurance renewal

Council decided this year to not accept the three-year renewal plan and go with the annual renewal figure of £631.32. Decision was made due to pending review of Insurance cover on village assets particularly when Parish Council take on ownership of new village hall and additional amenities.

19) Village Maintenance

Chris Eastwood will speak to Jaydee Gardens regarding future maintenance and draw up a new policy for all work.

20) Finance

(i) It was proposed that the Chair should sign the exemption certificate after the internal audit has been completed.

(ii) To note the following receipts since last meeting

South Norfolk Council Precept £ 4520.50

(iii) To note councils current financial standing

Community Account Balance £16,606.96

Business Account Balance 3,439.36

(iv) Cheques/Invoices for approval

Date	Payee	Method	Description	Amount
11/05/2019	Eon	Direct Debit	Electricity	28.63
18/05/2019	T Higlett	Chq: 100866	Clerks Salary	238.34
18/05/2019	NALC	Chq: 100867	Subscription	211.60
18/05/2019	Came & Company	Chq: 100868	Insurance	631.32
18/05/2019	Jaydee Gardens	Chq: 100869	Village Maintenance	227.48

21) Correspondence

NALC Bulletins

22) Public Forum

Nothing

23) Urgent Items for information but carrying forward to next meeting

Nothing

24) Date of next meeting

18th June – Ashwellthorpe Village Hall

Meeting closed at 21.20pm