

Ashwellthorpe and Fundenhall Parish Council

Minutes of the meeting of Ashwellthorpe & Fundenhall Parish Council held on Tuesday 16th July 2019, 7.30pm in St Nicholas Church, Fundenhall.

Present: Jacqueline Ives (Chair)

Nick De Spon

Ian Bishop

Chris Eastwood

Roy Burridge

Jerry Franey

Mrs T Higlett (clerk)

Members of the public

1) To consider apologies for absence

None

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

None

3) Minutes of the Meeting held on 18th June and 26th June 2019

18th June were agreed as a true record of proceedings with no amendments. However, Cllr de Spon advised members that 26th June minutes contained the incorrect start time of meeting and agenda item 4 one of the street names was misspelt. Clerk to amend accordingly.

4) Public Participation

(i) Public in attendance - nothing

(ii) County Councillor – Discussion underway for the Norwich western link and will probably get the go ahead in 2022. Children’s Services £6million over budget. Fire and Rescue report was not as good as anticipated. Some stations are too loose an appliance. Cllr Spratt is now part of the Global Warming Committee. Would envisage that the price of electric cars should start to fall in price next year. Could start at around the £18,000 price mark. Planning has notably slowed down a bit, possibly due to Brexit.

(iii) District Councillor – Backed up County Councillors information on the Norwich western link.

5) Reports from Councillors

(i) Community Speed watch - Cllr Bishop. Reported members have now been out on 106 occasions recording 1236 motorists exceeding the speed limit. Cllr Bishop passed on his thanks to volunteers who have been out on numerous occasions. Cllr De Spon spoke about contacting highways to see if it is possible to move the 30mph limit on Wymondham Road to 100 yards before the bend towards Wymondham, thus incorporating the two houses inside the 30mph. The current situation is dangerous and the police have already remarked on this. Likewise, at the other end of the village, moving the 30mph further out. Cllr Spratt suggested council decide which is the priority and he would back the proposal. It was also proposed council may like to contact Norfolk Police for their backing. Clerk to copy Cllr Spratt into correspondence to Highways.

(ii) Village Hall – Cllr De Spon. Village Hall Committee meet week commencing 22 July. There is a planned bingo night and quiz and chips.

(iii) Footpaths – Cllr Franey. Field boundaries have been cut. The grass has grown considerably and it may require a fourth cut. Council will advise Jaydee Gardens if a fourth cut is required. If an additional cut is required, this would take place after the harvest.

Chair.....
Ashwellthorpe & Fundenhall PC

Budget for maintenance was set at £1500.00. Should a fourth cut be required then budget would possibly go over this figure by £150.00

Vote to approve an additional footpath cut if required.

Proposed by Cllr De Spon – seconded by Cllr Bishop - all in favour.

Cllr Franey mentioned how Jaydee Gardens are struggling to cut some footpaths with the type of mower they have access to and council may have to consider a new contractor should Jaydee decided to terminate their contract with the Parish Council. Cllr Spratt spoke about how NCC can assist with the purchase of an appropriate mower.

(iv) Village Maintenance – Cllr Eastwood. Reported a conversation had taken place with Jaydee Gardens about how the council will deal with all future village maintenance.

6) [Planning](#)

(i)2019/1306 Location: 116 The Street Ashwellthorpe Norfolk NR16 1EZ

Proposal: Construction of a car port within existing driveway. Council had no objections and proposed the application should be approved.

Vote to approve

Proposed by – Cllr Bishop – seconded by Cllr Eastwood – all in favour

Wood Farm development update – community centre has now got the steel installed and Saffron Housing have been out to see the site. Suggest members arrange to take another look at the site.

7) [Restoration of Fundenhall Village Sign](#)

A local company have quoted £3000.00. Council will get further quotes and also look to see what restoration fluid can be used on a solid oak sign.

8) [Parish Amenities Adoption Project](#)

Members welcomed Mr Goshawk to the meeting. Mr Goshawk has been working with members of the parish council on a PAAP.

Appointment of project manager.

Council proposed Mr Goshawk should fulfil the role of project manager.

Proposed by Cllr Franey – seconded by Cllr Eastwood – all in favour.

Project manager had previously supplied members with a copy of a proposed business plan to review prior to the meeting. Cllr Bishop and Cllr de Spon had assisted in the preparation. Members had no issues with the plan and the terminology and considered it an excellent document. The proposed project will run from gaining approval, until everything is in place. Council envisage this occurring between December 2019 and June 2020. The community centre will probably be handed over between this period. It is expected that the project will cover the amenities which are to be adopted by the Parish Council. These being community centre, playing field, tennis court, car park, village green, village pond Inc. outflow pipe, surrounding land inc. overflow parking, ditches and permissive pathway. A discussion followed around the Issue of Governance. A Project Team will be required consisting of members of the Parish Council and non-councillors. Subject Matters Experts will also be co-opted as required to assist in specialist areas where their expertise will be required. Would see all roles to be voluntary. A Parishioners Focus Group will also be formed, consisting of different age ranges, and all aspects of the project can be managed through this group. All meetings must be formal, with time, date and attendees recorded. Key decisions recorded and auditable. The risks will need to be adequately expressed to the Parish Council. Project Manager noted council concerns and would amend document accordingly. Clerk advised members to read Councils Standing Orders, section 4 Committees and Sub-committees.

Vote to adopt suitably amended plan once re-presented.

Proposed by Cllr Franey – seconded by Cllr Eastwood – all in favour.

The next step will be to review the business model and authority to work within the principles. Budget setting for years 1 – 5, looking at intended use, day to day running and moving towards setting up the parishioners

Chair.....
Ashwellthorpe & Fundenhall PC

focus group. Parish Council will expect regular update on progress at council meetings. Parish Council will need to carry out risk assessment. Cllr Franey to make contact with NALC for advice on subject.

A start up fund was spoke of to cover any immediate expense towards the PAAP. The Parish Council took the decision to set aside £1,000 towards any costs which maybe incurred in the near future.

Vote to set aside £1,000.

Proposed by Cllr Bishop – seconded by Cllr Franey – in favour with one abstention – Cllr Burrridge.

Cllr Burrridge asked why council are required to set aside money when they would be receiving income from the project. Cllr de Spon advised PAAP would require operating capital and the income the Parish Council would receive is for future maintenance and council would not receive this until completion of community centre.

Members went onto review the PAAP action plan. Cllr Eastwood asked who holds legal binding documents, In relation to the status and covenants. Meetings have taken place. Should the council have been provided with minutes. All of the Parish Council should be appraised of their role not just the Chair in the project. Risk register was also reviewed.

Parish Council will now put together a questionnaire to be distributed to the residents of the village which will suit all age ranges. This will help to gauge what residents want from the community centre. Another area members will need to consider is a web-based booking system for the centre. Members went onto discuss the current village hall and plans for the future. Cllr de Spon stated he would envisage seeing Bramble Bears for the time being remaining in the village hall. This would depend on their funding. Cllr Franey voiced his concerns on this proposal and felt all income currently generated by hirers of the village hall should come into new centre, thus all users moving to new venue. Cllr de Spon stated all other clubs/groups would be moving over to new centre. Council decided this needs to be discussed further. Cllr Bishop asked if it could be arranged for him to see the Ashwellthorpe Village Hall accounts. Cllr de Spon stated there would be a village hall meeting and he would see if he could obtain a copy.

9) Finance

- (i) Clerk presented members with council current financial standing for the first quarter 1st April 2019 – 30th June 2019 (*appendix 1*)
- (ii) To note councils current financial standing
Community Account Balance 16,504.42
Business Account Balance 3,441.07
- (iii) Cheques/Invoices for approval

Date	Payee	Method	Description	Amount
11/07/2019	EON	Direct Debit	Electricity	28.63
16/07/2019	T T Jones electrical	Chq: 101874	Street light maintenance	77.33
16/07/2019	Smart Group	Chq: 101875	SID sign (2)	2151.60
16/07/2019	Ashwellthorpe Village Hall	Chq: 101876	Hire of Hall	14.00
16/07/2019	Jaydee Gardens	Chq: 101877	Footpath maintenance	317.85
16/07/2019	Norse	Chq: 101878	Printing of magazine	365.00
18/07/2019	T Higlett	Chq: 101879	Clerks salary	363.55
18/07/2019	T Higlett	Chq:101880	Postage stamps	8.40

Chair.....
Ashwellthorpe & Fundenhall PC

- (iv) Income
Norfolk County Council Highways - £1000.00 towards SID sign from Local Councillors Highways Budget.

10) Correspondence

(i) Nalc bulletins

(ii) Email from local landowner regarding the obstruction on path to Hudmans Lane, which was difficult to access. This has been cleared for some weeks. Also conveyed to council that the corner of the field is muddy, and maybe this was a problem, but inevitable with stock and gateways. Cattle are in the field now and will be until the grass is eaten. An electric fence has been placed across the path to stop cattle getting out of the chain gate which the council placed on the footpath through to Hudmans Loke. The wire is easily passed over by walkers where rubber insulation has been placed on the wire.

(iii) Age concern

(iv) Highways Rangers

11) Public Forums (2)

Nothing

12) Any other business

Nothing

13) Date of next meeting

Members will now hold a meeting on the 14th August at Ashwellthorpe Village Hall 7:30pm

Meeting closed at 9.40pm