

ASHWELLTHORPE AND FUNDENHALL PARISH COUNCIL

Draft Minutes of Meeting held on Tuesday 17th January 2023 at 7pm
Meeting held at Thorpe Hall Ashwellthorpe

Present: J Ives (Chair)

N de Spon

G Williams

C Leggett

R Burr ridge

S Allen

An Arber Clerk

3 members of the public including County Councillor Barry Duffin, District Councillors Ian Spratt and Mr Legg and Mr Francis

- 1) Apologies for Absence
Serge Engamba sent his apologies as he is stuck at work and will not make the meeting.
All agreed to accept
- 2) Declarations of Interest
All members of the village hall committee declared an interest
Jacqueline Ives for a payment in item 7
All agreed to accept.
- 3) Minutes of the Meeting on 15th November 2022
Agreed and signed by the Chairman as an accurate record of the meeting.
Proposed. Cllr Williams Seconded Cllr Leggett
- 4) Public Open Forum
Councillor Barry Duffin gave the following report
Covid still prevalent and in a busy setting please wear a mask
Avian Flu is also prevalent and the new details are don't feed wild birds, pick up dead birds and take advice from Defra on this.
Barry also reported back to school advice for all to see and Barry will send to the clerk.
Housing with care flats as this helps get people into their own homes with a partnership with Norse, Broadland Council, SNDC and Saffron housing are making 10 homes available to allow people to get out of hospital and these would be administered by Norse care.
26 New Schools are looking to be built throughout Norfolk and a detailed list would be sent to the clerk soon.

Chair.....

There is a scheme that you can travel on local buses for a small charge of £2
Holt Hall has been sold now to Gresham School but as yet what they are looking to do
with it is unknown.

The devolution deal around moving more power to Norfolk County Council has been
approved in principle with the deal meaning £20 million pound a year over 30 years a
total of £60 million and will be formally agreed at a cabinet meeting in the next
couple of weeks

Finally 40 electric charging points will be made available in Norwich City Centre that
are primarily to be used by people that do not have access to charging points at their
home

Councillor Legg gave the following report

The hand over of Horizon House is still ongoing and everyone is still working from
Thorpe Lodge. There is limited parking and the police are worried about the number
of cars parked on Yarmouth Road causing issue for motorists but people are allowed
to park there so no enforcement action can be taken. It was also reported that a deal
for a grant from Salix to make Horizon House energy efficient had been submitted for
£2.1 million

Village clusters is now moving forward and there is a recommendation for 15 homes
to be built on the land off New Road, the consultation starts on 23/1 and the clerk will
be attending the presentation on the 26/1 at Broadland Lodge in person.

There are concerns on public attendance at public meetings which is an offshoot from
the covid issues. Councillor Legg comments that he had raised this and asked that
both Broadland and South Norfolk Councils publish a list of such meetings allowing
the public to see the meetings they need or would like to attend in future.

Councillor Spratt made the following report

Gave a detailed report and is attached as [Appendix 1](#)

Councillor Francis made the following report

The grant from Salix for Horizon House has been approved today which is good news.
There was now a new small police unit that is undertaking the issues with anti-social
behaviour from Hethersett to Mulbarton and includes our parish meaning we should
get a quicker response to any issues in our parish

5). Planning

The following applications were received

2023/0038 Support Application

It was also noted that the Long Stratton Bypass Application along with a new school
and housing had been submitted

6). Matters Arising from previous Minutes,

Chair.....

Internet access and the clerk said he is here Tuesdays for parishioners to come and he will help them

To discuss the speed awareness machines and battery faults

The clerk too the meeting through the issues and that he had asked Westcotec but they will not work on these machines. Cllr Williams asked the council if its okay to look at these and see if they can be repaired. A discussion then ensued on this with options discussed but no actual ways to get these moving forward due to cost.

7). Finance

a) Payments Since Last Meeting

None.

b) Payments for Agreement

The following payments were agreed:

I.	A Arber	December salary	£349.92
II.	A Arber	January Salary	£404.03
III.	NPTS	GDPR Training	£36.00
IV.	HMRC	Tax and NI	£67.12
V.	EE	Mobile Internet for Clerks Office Nov	£36.00
VI.	EE	Mobile Internet for Clerk's office Dec	£36.00
VII.	Npower	Street Lights Nov	£36.70
VIII.	Npower	Street Lights Dec	£13.15
IX.	A Arber	Warm space sundries	£57.79
X.	Viking	warm space sundries	£118.13
XI.	J Ives	Warm Space Sundries	£40.14
XII.	S Allen	Maintenance Works	£189.62
XIII.	NGF Play	New Play area deposit	£7048.24

Proposed Cllr Leggett

Seconded Cllr Williams

c) Receipts since the Last Meeting:

Ashwellthorpe Community Charity play area donation	£15,500
Councillor Ian Spratt Members Ward Grant Donation	£500.00
HMRC Vat Refund	£1434.38

d) Financial Position as of 1st January 2023

The bank statements had now been received and the balance at the start of the meeting was £26,200.84 in the current account and £3450.91 making a total of £29,651.75 as per the councillor's report

Proposed Cllr Williams

Seconded Cllr Allen

e) The receive the Internal Control report

Councillor Leggett had undertaken this and found everything in order

Chair.....

f). To receive the Clerks Appraisal and note any actions from this
The clerks appraisal had been undertaken by the chair of the council and submitted to all councillors for their attention and comment. It was noted that since taking over as clerk he has performed excellently in obtaining grants, Work around the queen's sad death and many other tasks that the clerk was given to do and all these have been completed with great expertise and commitment. It was agreed that the clerks salary would rise from SCP 21 to SCP 23 with an increase of salary to £15.67 per hour from £15.03 per hour

Proposed Cllr Leggett

Seconded Cllr Despon

All in favour

1. 8). To receive an update on Thorpe Hall

8.1 All councillors to agree the transfer of the Village Hall, Tennis Courts, Car Park, Sports Field, Pond, permissive path, Village Green and the Hammer Head Junction as shown on the s106 notice to The Parish Council and also sign the legal documents for this to happen

8.2 All councillors to agree the transfer of the Village Hall, Tennis Courts, Car Park, Sports Field, and the Hammer Head Junction to The Charity (Ashwellthorpe and Fundenhall Community Centre) set up by the Parish Council and sign legal documents for this to happen.

8,3

Trustees of the Ashwellthorpe and Fundenhall Community Centre Charity to agree and to witness this

Proposed Cllr Nick Despon

Seconded Cllr Leggett

All documents for the transfer of the above items were signed in accordance with the solicitors wishes and witnessed by The Clerk.

The documents will be sent to the solicitors by the clerk asap to be logged with the Land Registry as required

The clerk will scan the documents and put them on the website for all to see

8.4 To receive a report and to consider any necessary action regarding:
Footpaths

No report from the Footpath warden.

a) Village maintenance

New dog bins have been installed and added to the collection round for emptying by SNDC.

The gullies in Muskett Road and Warman way are adopted and get the gullies cleared on the highways reporting website.

Noticeboard in Fundenhall needs looking at as the door sticks

b) Community speed watch

Chair.....

Cllr Williams commented that we have 3 new volunteers to get trained up and now we have to train our own members and then the speed watch group can start up again.

c) To receive the village hall report including the warm space and Christmas events
The warm space sees a trickle of visitors with most being 10 on the week before Xmas. It is a shame that more people do not use it as it is a great facility and warm too. It was wondered if a book club could be started. The Christmas event was excellent too along with father Christmas too which the children really enjoyed.

d) To discuss turning off the street lights from 11pm to 6am
The clerk had received 40 replies on this and the split was 50/50 with most saying that by keeping the street lights on it prevents crime. A decision was taken to not turn the lights off and keep them on for safety reasons.

Proposed Cllr Leggett

Seconded Cllr Allen

e) To discuss the printing of the Mardle and options to move forward with an online version

Cllr Ian Spratt will send a detailed report to the clerk on this for the next meeting to have a full discussion on the proposals

9). To note correspondence received

Planning applications detail previously in the meeting

Go for it grant applied for but turned down

Precept Information received

Lighting consultation received 40 emails 50/50 replies in turning off

Play area deposit paid

Transfer documents received for the village hall

NPTS training for clerk and chair booked

Email regarding Fundenhall Church received

Wymondham road works emails received

Internal control Report completed

Clerks Appraisal completed

Internal auditor agreed for coming year end

Dog bins email on adding to collection round

VAT refund done

Barclays email

Lifebuoy ordered

Serge Forms emailed in to SNDC

Precept workings sent to all councillors

Notification of external auditor as PKF Littlejohn for next 5 years

Clerk booked onto the cluster's seminar

10) To Agree the budget proposals for 2022-2023

The budget had been sent to all councillors via email and they had all agreed that it was a balanced budget and fulfilled the Parish budget requirements for 2023-24. It was agreed to accept the budget by all councillors

Proposed Cllr Williams

Seconded Cllr Allen

Chair.....

11) To check and sign the Parish Precept request.

The clerk showed how we had come to the figure of **£10,513.00** as our precept request for 2023-24. It was felt by all councillors that the band D charge should stay at £28.96 due to the pressures of the economy at present for all parishioners. The precept is worked out by multiplying the number of band d properties by the amount of £28.96. as our band d properties increased by 19 it allowed us to increase our precept request and not increase the band d charge this year.

£28.96 x 363 =£10512.48 rounded up to £10513.00

Proposed Cllr Burrige

Seconded Cllr Despon

12). Items for the Next Meeting:

Mardle

Training moving forward for all

Fundenhall Church Payment

Meeting dates and locations 2023-24

Clusters information

Speeding on New Road.

Residential area signs from Highways

Date and Place of the Next Meeting:

21st February 2023 at Thorpe Hall at 7.00 pm

Meeting closed 20.18pm

Chair.....