

ASHWELLTHORPE AND FUNDENHALL PARISH COUNCIL

Draft Minutes of Meeting held on Tuesday 20<sup>th</sup> June 2023 at 7pm  
Meeting held at St Nicholas Church Fundenhall

Present: J Ives (Chair)  
C Legget  
S Allen arrived 19.54  
S Engamba

Alan Arber (Clerk)

Three members of the public including District Councillor I Spratt

- 1) Apologies for Absence  
Apologies were noted from Cllr's Burrige and Williams and Cllr Allen arrived at 19.54

- 2) Declarations of Interest None.

Cllr Ives for a payment in item 7

- 3) Minutes of the Meetings on 14<sup>th</sup> May 2023  
The minutes were then agreed and signed by the Chairman as an accurate record of the meeting.

**Proposed: Cllr Leggett                      Seconded: Cllr Engamba**

- 4) Public Open Forum

No comment

Cllr Spratt gave the following report

2 colleagues gave their apologies Jim and Julian.

Not much to report as Re-election has just happened and first meeting has been held with training on the following subjects at Horizon house, the new SNDC building shared with Broadland Council

Induction Course

IT

Planning

Licensing

Chair.....

Grants are being looked at moving forward and is looking at their availability including pride in place with Members ward grants soon to become available with £1000 per member over all their wards.

The councillor is keeping his ear to the ground regarding the pylons and is worried that the rebranding of the scheme to the Great Green Upgrade Norwich to Tilbury scheme is a way to through people off the track on these issues but he is working with the Essex/Suffolk and Norfolk Pylons group on this issue.

Finally, Mr Dring application for the dog walking area will be resubmitted with a more up to date application and greater clarity on the project

*Standing orders removed to allow parishioner to speak*

5) Planning

2023/1332 Traice Farm, Fundenhall

A parishioner gave more details on this application to assist the council

The Parish Council reviewed the application and decided to support the application.

*Standing orders brought back*

2023/1633 Campsite Brick kiln Lane Ashwellthorpe

The councillors discussed this application and found it to be an asset to the village moving forward and agreed to support the application

6) Matters Arising from previous Minutes,

a) Speed Awareness Machines and Faults

The clerk reported that he had ordered the new SAM 2 machine and should have it installed by end of July at the latest, Cllr Williams asked the clerk to put a note on the website to get volunteers for the speed watch group but no one came forward and it looked like the group was not going to be able to run without these volunteers coming forward. Scheme to be discussed at the next meeting.

7) Finance

a) Payments Since Last Meeting None.

b) Payments for Agreement

The following payments were agreed:

A Arber	May salary	£352.48
HMRC	Tax and NI	£98.79
Viking	Stationery	£81.66
Npower	Street light charge	£10.63

Chair.....

Npower	Street Light Charge	£38.43
EE	Mobile Internet Charge	£36.00
Mardens gardens	Grass cutting	£108.08
J Ives	Dog signs	£23.57
BHIB	Parish Insurance	£571.12
A Arber	Compensation for Barclays issues	£200.00
SLCC	Annual Subscription	£72.75
NPTS	Chairman's Training	£48.00

**Proposed: Cllr Engamba**

**Seconded: Cllr Leggett**

c) Receipts since the Last Meeting:

Barclays	PC Compensation	£50.00
Barclays	Clerk Compensation	£200.00

The £200 was paid to the clerk for the recent issues with his own access to the online banking and loss of his pin number. This was for the 6 hours it took to get the clerk his personal account reset due to a Barclays error allowing him to use his card to put payments on the system to be approved by the new signatories. Cllr Leggett and Cllr Allen. The monies should have been paid to the clerks personal account not the Parish council account as requested by the clerk but again Barclays messed up so the money is being transferred to the clerks personal account as detailed above.

d) Financial Position as of 20<sup>th</sup> June 2023

Community Account:	£11300.23
Business Account:	£3462.39
Total	£14762.62

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

8) Update on Thorpe Hall and other issues.

a) Thorpe hall and drainage near the patio

Question raised on the state of the site and when will the village hall grass be cut, fencing still got Harries fence and 6 feet high weeds that need cutting. Field has been cut but the rest is an eyesore. It was suggested that the clerk contacts the trustees on these issues.

9) To receive the details of a sponsorship agreement contract with GLS for 2 years

The clerk took the meeting through the agreement and it was agreed that we would go ahead with the agreement with no charge to the parish council for the 2-year agreement and will enhance the pond area.

**Proposed Cllr Leggett**

**Seconded Cllr Engamba**

Chair.....

- 10) To receive a report on ongoing issues and consider any necessary action
- a) Footpaths  
One complaint was received on the footpath and how we monitor the cutting of the footpaths in the future and hoping Mr Bunn sends details of what has been cut and where. Clerk to contact Mr Bunn on this and get a clear map on work completed.
  - b) Village maintenance  
The clerk commented that he had received a quote from GLS for the work that is needed quickly to repair the issues with the pond and grass area around it for £720 plus vat a total of £864.00, it was agreed to get this done straight away  
**Proposed: Cllr Leggett    Seconded: Cllr Ives**  
GLS has also given us a quote for the upkeep of the area at a cost of £233 per visit as needed at a total cost including vat of £280.00  
The quote to continue to keep the area in good order was left on file awaiting another quote to come in from other companies.
  - c) Community speed watch  
The SAM 2 machine has been ordered as detailed previously. Delivery date is by end of July 2023
  - d) To receive a village hall report from trustees.  
Dealt with earlier
  - e) To discuss the purchase of bins on the playing field  
This was a matter for the trustees and as such will be removed from the agenda
  - f) Defib Training  
The clerk has had a reply from St Johns we await dates from them for online training
  - g) To discuss the provision of adult play equipment  
The chair took the meeting through this proposal and has a private donor to pay for this moving forward. The chair and clerk. A discussion ensued on many issues with the play area such as fencing with grants and it was proposed that we mark our area once the area is signed over by rope and fences. This to be looked at asap

11) Correspondence.

- External Audit papers submitted
- Registers of interests
- Planning applications as detailed above
- Defib Training emails from St Johns Ambulance but no date confirmed for online course
- SAM 2 machine Ordered from Westcotec

Chair.....

SLCC annual subscription received and shared with clerk's other councils  
Paperwork received on the transfer of the play area to the parish council but too late for this agenda and meeting  
GLS sponsorship proposal received  
GLS quote for clearance of pond area ASAP  
GLS quote for ongoing maintenance of the area received  
Issue with Barclays on new signatories dealt with and £50 compensation received  
Issues with Barclays and the clerk's access to his personal account and pin number took over 6 hours of his time and Barclays paid the clerk for this issue £200 but paid it into the wrong account, Monies sent to clerks account from PC account as agreed with Chair.  
R Marden Invoice and issue dealt with  
Invoice sent to Trustee for wrong area charged to Parish Council and not the trustees of the village hall for main field which was charged to PC which is not correct. So, clerk has sent an invoice to the Trustees for the amount overcharged.  
Complaint received from parishioner regarding dogs on the field not on leads noted to the trustees of Village Hall.  
Issues on footpath from church towards Wreningham reported  
Overgrown Hedge letters on the street Ashwellthorpe sent to landowners

12) Items for the Next Meeting:

- Transfer of Play area to Parish Council
- Barry Duffin Plaque.
- Memorial trees.
- Adult play equipment
- Casual vacancy
- Internal audit
- Quotes for pond maintenance

13) Date and Place of the Next Meeting:

18<sup>th</sup> July 2022 at Fundenhall Church at 7pm

Meeting closed 8.10pm

Chair.....