

ASHWELLTHORPE AND FUNDENHALL PARISH COUNCIL

Draft Minutes of Meeting held on Tuesday 24th October
2023 at 7pm Meeting held at Thorpe Hall Ashwellthorpe

Present: J Ives (Chair)
S Allen
M Williams
C Leggett
S Allen
R Burridge
S Engamba

Alan Arber (Clerk)

County Councillor Catherine Rowett. District Councillors Ian Spratt, Jim Webber, and Bob McClenning

No members of the public in attendance.

1) Apologies for Absence

No Apologies received

2) Declarations of Interest None.

No declarations of interest

3) Minutes of the Meetings on 19th September 2023

The minutes were then agreed and signed by the Chairman as an accurate record of the meeting.

Proposed: Cllr Williams Seconded: Cllr Allen

4) Public Open Forum

District Councillor Ian Spratt's report as detailed as [Appendix 1](#)

County Councillor Catherine Rowett's report detailed as [Appendix 2](#)

Questions were raised on the lack of bus services into Wymondham and the flooding issues recently which the village did not suffer too badly on this.

Jim Webber gave the following report

Hopes to attend the meetings when possible and apologised for being late due to road issues. Jim gave a short resume of his life and work as a parish councillor before

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standing as a district councillor and is a member of the finance and resources committee. Jim is also on the healthy lives committee and has a working knowledge of planning.

Bob McClenning gave the following report

First became a parish councillor a long while ago and enjoyed his role and intends to serve the council well in the coming months whilst in post. Information will be shared at all times along with our concerns and any worries being looked into.

Bob will take the lead in Ashwellthorpe and working with the council unless on holiday then one of the other councillors will step in.

All councillors gave their support to our parish partnership bid

5) Planning

2023/2889 Supported by the Parish Council

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To consider any responses to planning applications

The clerk commented that he had attended recent training course and seminars on planning and as such had written a paper to help Councillors with making decisions on planning applications. It was agreed to adopt this asap and the clerk to put this on the website asap

Proposed Cllr Leggett

Seconded Cllr Engamba

6) Matters Arising from previous Minutes.

a). The clerk had done a full visual check of the defibrillators only to find that 2 have out of date pads which need to be replaced asap and the other one the pads run out in Jan 2024. It was agreed to purchase 3 x defib pads sets asap along with bleed kits for all three defibs and to also change the contact details on all three defibs asap.

The cost to replace the pads and add the bleed packs would be around £450.00. It was agreed this was totally necessary to ensure the equipment is kept in good order and in date for the safety of anyone using the equipment.

Proposed Cllr Leggett

Seconded Cllr Burridge

Clerk to action asap

b). Speed Awareness Machines and Faults

The clerk reported that the SAM 2 machine is providing valuable data and both the county and district councillors if they would support the purchase through the Parish Partnership scheme to ensure the council had 2 machines that could ensure we get the correct amount of data at different points in the village, The Clerk commented that he had prepared the bid and would be sending it in asap once support had been noted.

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7) Finance

a) To note the following payments made since last meeting

None

b) To consider payment of the following:

I.	A Arber	September Salary	£353.02
II.	EE	Mobile Internet for Clerk's office September	£41.18
III.	Npower	Street Lights September	£35.03
IV.	HMRC	Tax and NI September	£162.48
V.	TT Jones	Street Light maintenance	£52.48
VI.	W Hodgson	Grass Cutting at pond area	£230.00
VII.	RBL	Poppy wreaths Sect 137 payment	£40.00
VIII.	Alan Arber	memorial trees	£74.97
IX.	Viking	Printer Ink	£70.34
X.	Mardens	Grass cutting	£39.00
XI.	Npower	Street Lights October	£51.11
XII.	EE	Mobile Internet for clerk's office October	£41.18
XIII.	To note any payments received after the agenda is posted		

c) Receipts since last meeting

SNDC	CIL Payment	£358.41
Cllr Williams	Scrap Value of old machines	£27.22
SNDC	Precept payment	£5256.50
SNDC	Grant	£300.00
Parishioner	Donation for adult gym equipment	£5000.00
Proposed Cllr Allen	Seconded Cllr Leggett	

d) Councils current financial standing

Community Account:	£15426.79
Business Account:	£3471.67
Total of both accounts	£18898.46

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

e). To agree to move £2000 from savings account to help with Adult Gym payment

Proposed Cllr Leggett Seconded Cllr Williams

8) Update on Thorpe Hall and other issues.

The new adult gym equipment has been installed and is already being used by everyone and is a great asset to the playing field.

A comment was made the surface is not good and if we are to get a young football scheme involved. The clerk is looking at a grant for goal posts and the possibility of a grant for pitch maintenance.

9) To receive a report on ongoing issues and consider any necessary action

a) Footpaths

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The clerk Has contacted Mr Bunn to cut the footpaths asap
The footpath around Mr Ollett land needs looking at and has been reported to highways.

The dog sign was agreed and the content everyone was happy with. The sign was agreed to be aligned to the left. A question was asked if we would provide dog waste bags attached to the sign.

Proposed Cllr Leggett Seconded Cllr Williams

b) Village maintenance and moving a bench to the pond area

The area now looks great and the trees have been planted and the bench moved as requested. Thorpe Hall trustees to look at the sign for the village and a reflective one.

c) To review the data from the SAM 2 machine

The Sam data had been downloaded and the councillors discussed this and the data will be put on the website once the clerk has worked out how to do it as he has had no assistance with Norfolk ALC on the issues with the website as of this meeting. This will also be sent to the police.

d) To agree the content of the new sign for the play area
Already dealt with.

e) To agree how the Mardle moves forward

A discussion ensued on this and it was agreed that we need more help on this with a solid advertising revenue to offset the cost making it more economical. The adverts are not being billed at present. The key issue is that we should be looking at more web Prescence but there is an understanding that some people like a hard copy. It is thought we create 2 copies a year with help from people along with local advertisers to offset the costs. An advertising rate needs setting and it is important to have a digital copy and give people outside the village to see what is going on with a greater audience carrying the message of the village further afield. The need for information on events in the bot Ashwellthorpe and Fundenhall. This is a real need to ensure the Mardle continues in both formats. A question was raised could we make the size smaller such as A5 but it was felt there would be minimal savings due to this. There is also little to be saved if we only did a smaller amount such as 100 copies.

f) To discuss the purchase of a new litter bin for the play area

It was agreed this was essential and the clerk to look at costings and report back at the next meeting with these.

g) To discuss the issue with the Wood farm development

Councillor Gus Williams commented that it has taken 3 weeks to have a discussion with Mr Muskett and the problem is 3 areas on the estate have not been maintained. Mr Muskett will not give access and retain the part by

Chair.....

his back garden and the access to the new possible stage 2 development and the third area will be given to the management company. The plans by the back of Mr Muskett that the area by the back of his garden should have been a tarmac area as agreed on the original plans under the s106 agreement. It was felt that as the area has not been completed and if the area is under these plans and then the clerk will look at the next steps and any other areas that have been missed.

h) Memorial event

It was agreed the date for this event would be in mid-November if the three families can make a date that we will put forward asap. The clerk would look to purchase the 3 memorial plaques asap ready for the event

It was agreed the wording would just say in memory and the person's name.

10) Correspondence.

SAM 2 machine downloaded and reports detailed at this meeting

New adult play equipment installed

Asset register to be updated asap

Planning application 2023/2888 received

Planning application 2023/2889 received

Parish partnership application completed ready to send in

Broxap invoices received for adult play equipment

Play inspection completed

Defib information received and updated so we control the defibs

Full defib check undertaken and faults noted

Costs obtained for Bleed kits and defib pads

Planning Paper written

Registered council in upcoming Gov.uk email scheme

National conference attended

NPTS conference attended

NALC conference attended

Email sent to Norfolk Football association on the playing field as requested

Clerk working on the new year budget

11) Items for the Next Meeting:

Pylons Debate

Governance

Bin for Play area

Wood farm development

Parish Budget

Speed Limit on New Road

Chair.....

12) Date and Place of the Next Meeting:

21st November at Thorpe Hall at 7pm

Meeting closed 8.30 pm

Chair.....