

The Parish Council Meeting of Fritcham cum Appleton Parish Council

Tuesday 3rd November 2020 at 7:30 p.m.

Held virtually via Zoom

Present: Geoff Kilham Richard Gray
John Beasley Ann Beasley
Terry Allen Cllr. J Moriarty
Robert Walden
Gill Welham – Clerk

03.11.01 Welcome from chairman and apologies for absence

The Chairman welcomed everyone and thanked them for attending the meeting. Apologies for absence were received from Mark Dorr, there had been no contact from Cllr Stuart Dark from Norfolk CC.

03.11.02 To receive declarations of interest

There were no declarations of interest.

03.11.03 To approve and sign minutes of the Parish Council Meeting held on 1st September 2020

The minutes were approved as a correct record by all. As the meeting was 'virtual' it was agreed the Clerk should sign them remotely on behalf of the Chairman and Parish Council.

03.11.04 Matters arising from the minutes

01.09.07 d) The Clerk had written to Stuart Dark immediately following the previous meeting and followed up again a month later but to date had received no response. It was agreed the SAM unit was situated in the wrong place and the Clerk was asked to write direct to Highways to alert them to the issues the PC had raised. **Action: Clerk**

01.09.09 Sandringham Estate had responded and had cleared the area opposite 15 Abbey Road. They also advised they were willing to consider the plot of land as an allotment. This was subsequently advertised in the village newsletter. No one currently had come forward to ask for information.

03.11.05 Co-option of new Councillor

The Chairman welcomed RW to the meeting and thanked him for putting himself forward as Councillor. The Clerk had forwarded all the necessary documentation in advance of the meeting to RW to ensure he was aware of the criteria he would need to sign up to. He had read and returned all the necessary paperwork to the clerk which he had signed in readiness for the meeting. He was duly co-opted as a Councillor. The Clerk then signed the documentation for the records and would forward the Register of Interest form to BCKL&WN. It was noted that the PC now had its full complement of councillors. **Action: Clerk**

03.11.06 Public question time

There were no members of the public present.

Cllr Moriarty was invited to speak and he stated he had nothing specific to report but he had received a briefing from Norfolk County Council which he had forwarded to all councils for information. The briefing advised NCC actions to delay the spread of the virus and help/advice available. On a brighter note, Massingham have paid tribute to late councillor Mike Tilbury by naming a road after him.

03.11.07 Finance

a) The Clerk had forwarded the Financial Report prior to the meeting advising what cheques needed approval for payment. The Clerks salary included a 25p per hour increase backdated to 1st April to bring into line with NALC approved increases. Two cheques from previous meetings had to be reissued.

548 Gill Welham (Clerk Salary)	165.78
549 HMRC (Clerk Tax)	31.60
550 St Mary's church (re-issued from Jan)	150.00
551 S D Hinks grasscutting (re-issue from Sep plus Oct inv)	140.00
552 Royal British Legion (wreath)	30.00

Total Expenditure	£517.38
Balance in current account	£4,357.40
Balance in business saver account	£363.98
Total balance remaining	£4,721.38

- b) **Draft Budget:** the draft budget had been circulated prior to the meeting. The Clerk advised that much of the larger council expenditure comes toward the end of the financial year hence it appeared that much of last year's precept had not been spent. It was also agreed that the PC should be accumulating yearly the monies budgeted for playground maintenance as the equipment was likely to be requiring replacement or expensive maintenance as time goes on.
The final budget would be reviewed again in January when a decision regarding precept will be required. At that time it will be finalised and formally adopted by the PC.
- c) **Annual Review of Church donation:** A discussion took place regarding the donation due to be made at the January meeting for St Mary's Church. The Clerk explained there is a maximum sum of money under local government legislation (Section 137) the PC are allowed to make as donations/charities each year. The amount is currently £8.12 per elector. It was agreed that the sum of £150 would remain the same for 2021. **Action: Clerk**

03.11.08 Property Numbering (next steps)

The PC had received a letter from Sue Allen expressing her concerns about this matter; this had been circulated prior to the meeting. TA suggested that the PC would need to visit every property within the village to consult with the residents. It was appreciated it was not the right time to be undertaking such an exercise, but it was agreed that a plan would need to be progressed in order to have some sort of proposal and detail to take to the community. This would also need to be sent to Sandringam as they have expressed an interest.

Cllr Moriarty agreed to go back to the Borough Council to establish how they went through the process of renumbering, in particular, Shouldham and to establish what, if any, problems were highlighted. **Action: Cllr Moriarty**

This item would be c/f to the January meeting: **Action: Clerk**

RG expressed his thanks to the Chairman and Councillors for putting forward the proposals and the work undertaken to get this far.

He stressed that costs likely to be levied to residents by the BC and Royal Mail would need to be ascertained before going out to the community as this will be the number one question asked by most residents before they are likely to support any plan to change the village numbering.

03.11.09 Hillington Road Bridge

Cllr TA had requested this item be put on the Agenda for discussion. He was alarmed at the game of 'chicken' that is played every time you traverse the bridge which was endangering lives. Long standing councillors updated TA on previous communications with Highways and Cllr Dark adding that the 'narrow' road signs and markings on the middle of the road are the result of earlier conversations with Highways. As Cllr Dark doesn't appear to be available currently, the Clerk was asked to once again take this matter up with Highways on behalf of the PC. **Action: Clerk**

03.11.10 Dates for 2021 meetings

It was agreed to continue with meetings on the first Tuesday of the month, (bi monthly) commencing Tuesday 5th January 2021. The Clerk would produce a list of meeting dates to be circulated to all relevant personnel. **Action: Clerk**

03.11.11 Re-opening the Community Centre – Update

The Chairman advised that there hadn't been a reaction from the Management Committee with regard to the re-opening of the centre. In essence the centre has been 'moth-balled'. RG advised that he continues to turn the boiler on each day for one hour. There is a quarter tank of heating oil left. With the new shutdown now imminent, nothing would be progressed.

03.11.12 Business extra to the Agenda

There was no further business to discuss.

03.11.13 Date of next meeting: Tuesday 5th January 2021 at 7:45 pm (Venue/Medium TBA)

03.11.14 Action to be taken by the next meeting:

Clerk

- Advise BC re TA co-option
- Contact Highways regarding location of SAMS unit
- Contact Highways regarding Hillington Bridge
- Raise cheque in January payable to St Mary's church
- Ensure property numbering is on January Agenda

Cllr Moriarty

- Gain information re property numbering

The meeting closed at 20.45.