

The Parish Council Meeting of Fitcham cum Appleton Parish Council

Tuesday 1st November 2022 at 7:30 p.m.

held at The Community Centre, Fitcham

Present: Susan Allen Terry Allen
Ann Beasley Roger Glazebrook
Richard Gray
Gill Welham - Clerk

01.11.01 Welcome from the chair

The Chair thanked everyone for attending.

01.11.02 To receive and consider apologies for absence

No apologies were received

01.11.03 To receive declarations of interest

There were no declarations of interest.

01.11.04 To approve and sign minutes of the Parish Council Meeting held on 6th September, 2022

The minutes were approved as a correct record and signed by the Chairman

01.11.05 Matters arising from the minutes not already on the Agenda

06.09.09 – Ownership of SAMS unit. TA had spoken with Hillington who agreed to send formal confirmation, nothing had yet been forthcoming. The Clerk was asked to chase this with Hillington Clerk. **Action: Clerk**

06.09.05 – Parking. RGlazebrook felt the PC should have continued correspondence with the police. Cllr Moriarty advised that the PC would get better input by attending the SNAP meetings, currently being held online. The Chair urged RG to consider attending such meetings on behalf of the PC. He agreed to consider this. **Action: RGlazebrook**

06.09.10 – Defib battery life. RGray advised there was a gauge on the battery indicating there was 25% left of battery life. Life expectancy of a battery once set in a unit is c. 4 years, hence the PC need to consider purchasing a replacement. The Clerk was asked to investigate options. **Action: Clerk**

06.09.11 – Bus shelter invoice. Payment had not been received for the repairs promised by Cllr Dark. In the interim an additional invoice had been received for paint. The Clerk was asked to forward this invoice and to chase up the overall payment. **Action: Clerk**

The Chair wanted to publicly thank both TA and RG for all their hard work in renovating the bus shelter on behalf of the community.

01.11.06 Public question time

No members of the public were present.

01.11.07 Resignation of Councillor Noelyne Fuller

The Chair had received a letter of resignation from NF prior to the meeting which she was saddened to have received. This resignation needs to be forwarded to the BC and an advert placed for a Casual Vacancy. The Clerk was asked to put this in motion. **Action: Clerk**

01.11.08 Reports from the councillors of NCC and BCKL&WN

Cllr Moriarty reported that Free food sessions to help King's Lynn residents trying to make ends meet, due to increasing food costs, have returned. Lily, a service that is owned and managed by the Borough Council of King's Lynn & West Norfolk, is organising the interactive sessions with partners Freebridge Housing Association and the College of West Anglia, from external funding received from The East Coast Community Fund.

'Food for thought' sessions are held most Fridays between 9:30am and 11:30am at North Lynn's Discovery Centre to help residents cook healthy and nutritious meals on a budget as well as tasting sessions and blind taste tests, comparing alternatives to some of the costly big brands.

West Norfolk residents are able to take away skills that help them cook on a budget, find cheaper supermarket swaps, batch cook, make healthy "fake-away" meals and learn how to make meals go further. Free sessions take place on Fridays from 9.30am to 11.30am. There's no need to book in advance, just turn up.

More information is available either by email asklily@west-norfolk.gov.uk or telephone Lily on 01553 616200.

There has been an issue with SERCO and food waste collection; reports have been made the collectors were placing the food waste into the black bins. If anyone within the village is aware that this is happening to their food waste, please alert the PC in order that this can be fed back to the Borough Council. SERCO, who have yet to fulfil some of the terms of their contract such as battery collections, are seeking to renegotiate their contract as they are claiming increased costs even though the contract is barely two years old.

The Borough Council was unsuccessful in its latest bid for Heritage Lottery monies for helping fund the redevelopment of the Guildhall area. The fund said the project was rejected because the proposal was considered ambitious and high risk, particularly in terms of sustainability. It was noted that there had been local objections to the proposal. It was considered that the project would have benefitted from being more clearly framed within the proposed strategic plans for the town's heritage and tourism assets. Value for money was a concern given the high level of development stage grant requested balanced with the risks identified. Although Cllr Moriarty is supportive of the plans he feels they are clearly over-ambitious and the conclusions of the Lottery people, pretty comprehensive.

RGray (Planning) – the PC had put positive comments forward regarding the planning application for Flitcham School.

The tree work at Flitcham House had commenced and a new application had been received for tree work at Inn House as the roots were ingressing the drainage.

Cllr Moriarty advised that the Tree Officer, Richard Fisher, was leaving the BC and it was likely that future planning applications may be delayed.

01.11.09 Correspondence

Email from BCKL&WN re fund to develop rural communities. – circulated, no action from PC.

Email from BCKL&WN re MVV Medworth Combined Heat and Power Facility – circulated, no action from PC.

Email from Norfolk Wellbeing re 'Help in a Crisis' – circulated – information posted on Flitcham FB page.

Email from Cllr Moriarty re SNAP meetings – JM urged the PC to send a representative in future.

Email from Norfolk CC re Consultation on PC Legal Subs Services – circulated. Not really required.

Email from BCKL&WN re CIL Infrastructure funding – circulated and forwarded to Flitcham CC management committee for information.

Email from Norfolk ALC re Invitation to Shareholder meeting – circulated. Share certificate received.

Email from Royal British Legion re Tommy Statue – circulated. Following discussion it was felt a statue was not appropriate for Flitcham. However a donation would be made via the Poppy Wreath that Flitcham will place at the War Memorial on Remembrance Day – Sunday 13th November.

01.11.10 Income & Expenditure/Financial Report

Online banking update – the Clerk had several telephone calls with Barclays Bank in the last few weeks and further documents were requiring signature of both S Allen and A Beasley. Documents were signed and the Clerk would forward to Barclays. **Action: Clerk**

It had been established that SA, AB and RGray need to phone Barclays personally, going through their personal security checks, in order to be supplied with all the information necessary to proceed with online banking for the PC. The Clerk was already active for online banking.

Approval of payments as follows:

Cheques paid between meetings not yet approved

606 Lee Abel (Grass cutting)	£60.00
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Cheques for approval at this meeting

607 Clerk's Salary	£167.76
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608 HMRC (Clerk Tax)	£38.20
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609 T Allen (expenses bus shelter paint/newsletter)	£32.40
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610 Royal British Legion	£40.00
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D/D Information Commission Office	£35.00
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Total Expenditure	£373.36
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Balance in current account	£4,497.41
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Balance in business saver account	£364.19
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Total balance remaining	£4,861.60
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- It was agreed the donation to the Poppy Wreath would be increased to £40 this year. RGray would collect from the RBL shop and S Allen would lay the wreath on behalf of the PC.
- The 23/24 draft budget had been forwarded and following a review, several amendments had been agreed. The draft budget would be re-presented in time for the January meeting.
- The annual donation to St Mary's Church to assist with cemetery maintenance was discussed and it was agreed to increase the donation to £200 for 2023. The Clerk would prepare a payment in time for the January meeting. **Action: Clerk**
- The Memory Stick was exchanged.

01.11.11 Review Playground/Defibrillator Reports

The Playground Inspection Report had been circulated prior to the meeting. TA continues to monitor the equipment and everything appears to be in order. The gate now opens and the spring replaced. The annual professional inspection is due soon and it will be interesting to see if their report reflects the maintenance undertaken this year. TA was slightly concerned about the mole hills but it seemed the children happily stamped them down automatically.

RG had reviewed the Defib checklist and his only comment was regarding battery life (discussed earlier). He had changed the light in the cabinet and agreed to carry out the bi-monthly defibrillator checks moving forward.

The PC had received an email relating to a product recall for the defibrillator but it was felt this was not relevant to the product the PC had purchased. The Clerk would however check back on the purchase order to confirm. **Action: Clerk**

01.11.12 Update on meeting with Highways

Unfortunately the date the meeting was held Cllr Dark had contracted Covid and was unable to attend. TA reported that the 2 officials that attended the meeting appeared not to have been briefed and the meeting was a waste of time. They offered 2/3 palliative options that were completely out of the PC budget. Overall it was very disappointing. TA would draft a letter to Cllr Dark/Highways for the PC to send. **Action: TA**
The Chair wanted it minuted that the PC are doing their best to keep the residents of Flitcham safe as expected under our duty of care.

01.11.13 To Review Tasks for Highway Rangers

It was felt that the PC do not currently have a method of recording items requiring attention for the Highway Rangers visits. It was agreed that each councillor would make note of items requiring attention when moving around the village and report back to the Clerk for collating in readiness for the 4-monthly visit. **Action: All**

01.11.14 To Review the Emergency Plan

NFuller had taken on the role of updating the Plan. This, and the original document had been forwarded electronically to the Chair after NF resignation. It was agreed that the electronic versions would be circulated to the councillors for comment and review at the January meeting. **Action: All**

01.11.15 To appoint a Representative to sit on the Management Committee

TA offered to carry out this role, this was agreed unanimously. The Clerk was asked to advise the management committee of this appointment. **Action: Clerk**

01.11.16 To discuss Offshore Wind – Norfolk Parish Movement – PC response

Following discussions it was felt that this was much too deep for the PC to get involved in and it was unanimously agreed that Flitcham would not make comment. It was however noted that the PC is already involved in, and supporting, the campaign for an Offshore Transmission Network and is in contact with the local MP regarding this.

01.11.17 Propose/Agree meeting dates for 2023

It was agreed meetings would take place the first Tuesday of January, March, May, July, September, and November, commencing at 7:30 in the Community Centre. The Clerk would circulate the dates and publicise accordingly. **Action: Clerk**

01.11.18 Business Extra to the Agenda

TA had been reviewing in greater depth the report regarding Norfolk Minerals and Waste Local Plan and agreed to write to Cllr Moriarty questioning why there is such a consistent and substantial annual increase in the planned quantities of waste and to ask what measures are planned to reduce rather than increase waste, especially commercial? **Action: TA**

Geraldine Farrow had emailed asking if the PC were in a position to do anything about the feral cats within the village. RGray mentioned that there were 5 at his own property that he had rounded up and taken to be neutered at a personal cost of c. £400 as this seems to be the only way to stop the numbers increasing. The local Cats Protection League are based in Stowbridge and the Clerk was asked to investigate if they could help in any way or carry out TNR. **Action: Clerk**

01.11.19 Date of next meeting: Tuesday 3rd January 2023. Commencing 7:30pm

Action to be taken by the next meeting:

Clerk

- Contact Hillington Clerk re ownership of SAMS unit
- Investigate Defib battery replacement
- Check make of Defib due to product recall
- Advise BC re NF resignation
- Prepare donation cheque for St Mary's church
- Forward to Barclays the online banking documentation
- Advise Highways re ownership of SAMS unit once confirmed
- Advise PC insurance regarding ownership of SAMS once confirmed
- Chase SD for bus shelter maintenance payment plus send additional invoice
- Circulate the Emergency Plan to review and feedback at the January meeting
- Advise the Management Committee of TA appointment
- Investigate Local Cats Protection League

Terry Allen

- Draft an email to Cllr Dark/Highways regarding the PC disappointment
- Email JMoriarty regarding Minerals and Waste Plan
- Contact GFarrow re PC action regarding feral cats

Richard Gray

- Forward Defib check list electronically to Clerk for PC records

Roger Glazebrook

- Consider attending SNAP meetings

ALL

- Report to Clerk items for attention by Highways when noticed
- Review the Emergency Plan

Items for next Agenda

Emergency Plan

The meeting closed at 9.05 pm.