

The Parish Council Meeting of Fritcham cum Appleton Parish Council

Tuesday 7th November, 2023 at 7:30 p.m.

held at The Community Centre, Fritcham

Present: Susan Allen Richard Gray
Terry Allen Ann Beasley
Cllr. Stuart Dark Cllr. A Beales
Gill Welham – Clerk

07.11.01 Welcome from Chair

The Chair welcomed everyone to the meeting and thanked them for attending.

07.11.02 To receive and consider apologies for absence

There were no apologies for absence.

07.11.03 Declaration of interest in items on the Agenda

There were no declarations of interest.

07.11.04 To approve and sign minutes of the Parish Council Meeting held on 5th September 2023

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

07.11.05 Matters arising from the minutes not already on the Agenda

04.07.11 – War Memorial gate refurbishment had been completed.

All other matters were covered under Agenda items.

07.11.06 Public Question Time

No members of the public were present.

07.11.07 Reports from the councillors of NCC and BCKL&WN

Cllr. Beales had met with Adam Case and the builder used by Hillington Estate, Alan Thomson relating to concerns raised by the PC in respect of the Hillington Wall. He felt it was valuable for him to keep the dialogue open regarding this matter. The immediate repair had been undertaken but there were still areas of the wall that would need to be monitored. The matter was ongoing.

Cllr. Beales also advised that as Borough Councillor he has a fund of £1k available to him for use within all his parishes for items of community benefit. If the PC are looking for assistance with funding for something that could be considered a community benefit to let him know so that it could be considered alongside requirements from his other parishes.

The Clerk asked if a Bleed Control Cabinet would be considered a suitable item. Following discussion the Clerk was asked to look further into the costs. **Action: Clerk**

Cllr Dark reported that he had a meeting with Highways to discuss various issues that mainly affected Hillington but included safety issues surrounding signage and lighting, the turning toward Fritcham off the main road, the crossing at the Esso Garage, etc. all of which Cllr Dark had agreed to help fund.

He had also discussed the concerns regarding Abbey Road but Highways still felt that cutaways would be the answer to the PC issues. However, Cllr Dark was advised very strongly that this was not what Fritcham wanted or needed as the main area of concern was the residential area of Abbey Road.

Cllr Dark promised to arrange a further meeting with Highways to walk through the village to discuss directly with councillors/villagers the issues faced. He would forward dates to the Clerk for such a meeting. **Action: Cllr Dark**

He also advised that the SAMS equipment had now had a software upgrade to help understand the downloaded data. He would make further enquiries to see if this would be suitable for the PC units and advise the Clerk further in this regard. **Action: Cllr Dark**

With regard to the Sandringham Concerts, Cllr Dark had scheduled a meeting for 23rd November to include Highways and The Estate management to discuss the issues that the surrounding villages suffered as a result of the concerts. He was aware that Norfolk Highways and both County and Borough Council were involved in the arrangements at a very late stage and it was clear there was a disconnect between what the Estate and Promoters were organising. Everyone was aware that more planning and thought would need to be considered for any future event and Cllr. Dark would feed back information to the PC following the meeting.

The PC advised that they were aware of some very concerning issues regarding H&S and the Clerk was asked to raise these concerns officially with Cllr Beales as Borough Councillor in order for him to raise these concerns at Borough level. **Action: Clerk**

Cllr Dark reminded the PC that major capital funding was available for Highways/Environment related projects and the Parish Partnership funding.

07.11.08 Income & Expenditure / Financial Matters

Approval of payments as follows:

Cash received since last meeting

Interest received on BP account £1.74

Payments made between meetings not yet approved

BACS Lee Abel (grass cutting August) £50.00

BACS Lee Abel (grass cutting September) £50.00

Transfer made to Business Premium Account £2,000.00

Payments for approval at this meeting

BACS G Welham (Clerk's November Salary) £198.84

BACS HMRC (Clerk Tax) £49.80

BACS BCKL&WN (Election Expenses) £54.60

D/D Information Commission (Licence Fee) £35.00

616 T Allen (Hedgecutting/Playground) £351.36

Total Expenditure £2,789.60

Balance in current account c/f £2,118.93

Balance in business saver account c/f £2,366.72

Total balance remaining £4,485.65

Following discussion it was agreed to make a donation of £40 to the Royal British Legion for the Poppy wreath presented at the War Memorial on Remembrance Sunday. Clerk to forward payment. **Action: Clerk**
The Review of the annual donation to St Mary's Church was also discussed and the Clerk advised this would also be considered a Section 137 payment which has a limit for 2023/24 of £9.93 per electorate. Following debate it was agreed to uplift the donation to £350 this year. The Clerk was asked to prepare payment for the January meeting. **Action: Clerk**

The Draft Budget had been prepared and issued prior to the meeting. Following discussions, other than increasing the donation to the Church, it was also agreed to increase the contribution for the Newsletter as printing costs alone needed to be considered. The budget would be formalised and agreed at the January meeting.

The Memory Stick was exchanged.

07.11.09 To Review the Playground/Defibrillator monthly Inspection Reports

The Defibrillator Pads were due to expire 28th October 2023 and RG noted that the machine Red Light warning activated to acknowledge this. The Pads were replaced with the new pads dated 2024 and the Clerk was asked to source replacement pads. Cllr Dark offered to fund the replacement pads. **Action: Clerk plus update The Circuit once purchased.**

TA had forwarded the Playground Inspection Report prior to the meeting. The gates continue to cause minor issues with hinges slightly misaligned making adjustment necessary. Parts agreed to purchase at previous meeting had been ordered and collected by TA to save money on huge delivery costs. Work to upgrade the various items of equipment would be undertaken between now and the Spring of 2024, with the help of RG, but the cradle swing seat had already been replaced by TA. Mole hill clearance was an ongoing problem. The Chairman thanked TA for all his hard work and effort in keeping the playground safe.

07.11.10 Report from TA re meeting with Leaders of the Borough Council

The meeting was almost wholly devoted to planning issues and the inability of many parish councils to get their views across to the planning department. We were advised that if an application was remotely controversial then it should be "called in" by the Borough Councillor. There was a lot of emphasis placed on how far an application met the criteria set out in the neighbourhood plan.

The other principal topic was dealing with "vexatious complaints". Although we haven't experienced this, the problem is quite widespread. One PC is in a long-running dispute with the local school over use of a playing field and has run up substantial legal bills. In another small parish the council chairman was "run off the road" on her bicycle by an aggrieved parishioner. There did not seem to be any tangible help coming

from the BC and no prospect of any funding. The leader suggested that a "super clerk" could be appointed who would advise on how to deal with these matters but it would fall short of full legal assistance, which is what most people seem to require. Moreover, the cost, estimated at £60,000 per year, would have to be met by parish council contribution. While many PCs agreed, I felt it was just the Borough Council abdicating its responsibility and that this suggestion sat uneasily with the aim of the meeting which was to see how the BC could be more helpful towards PCs.

Nevertheless it was a useful meeting and quite unprecedented. The plan is that it will be repeated every six months and enable decisions/suggestions to be followed up.

Cllr. Beales stated that if our PC had any issues with regard to planning within the village to advise him ASAP in order that he could help voice our concerns.

07.11.11 To discuss Newsletter production/distribution

Despite repeated attempts to contact the villager who had offered to assist with the production of the Newsletter, the PC were unsuccessful in moving this forward. It was felt the PC were not in a position to push this further and would have to wait to see if the individual makes contact again. In the meantime, the budget had been amended to include the cost of printing the Newsletter in the event the production of the Newsletter does recommence.

07.11.12 To Discuss Internal Auditor Vacancy

Two quotes had been received for the position of Internal Auditor for the parish. Following discussion it was agreed to appoint Rosalin Langley, a local qualified Accounting Technician.

07.11.13 To Propose/Agree Meeting dates for 2024

All meetings would commence at 7:30 pm bi monthly.

Tuesday 9th January, Tuesday 5th March, Tuesday 7th May, Tuesday 2nd July, Tuesday 3rd September, Tuesday 5th November.

07.11.14 Correspondence

- ~ Email from TRO re closure of B1153
- ~ Email from BCKL&WN re Clean Up Norfolk – Dog Bin licences
- ~ Email from BCKL&WN re Parish Update slides
- ~ Email from BCKL&WN from Electoral Services re Review on Polling districts and facilities
- ~ Email from ICO re collection of annual fee via DD
- ~ Email from Susan Andrews re WN Falls Project
- ~ Email from Sandringham Estates re Winter Community Coffee Mornings
- ~ Email from Norfolk Highways re proposed Rangers visit
- ~ Email from BCKL&WN re WN draft Corporate Strategy
- ~ Email from BCKL&WN re small grants scheme
- ~ Email from BCKL&WN Planning update sessions
- ~ Email from Norfolk Police re SNAP meetings
- ~ Email from Sport England re Football Pitch update
- ~ Email from SloWays re national walking network
- ~ Email from Roger Young thanking the PC for arranging the cutting of the War Memorial Hedge
- ~ Email from Norfolk Police re annual budget consultation

07.11.15 Business Extra to the Agenda

TA advised that the War Memorial gate had been shot-blasted and painted in readiness for the service on Remembrance Sunday. He pointed out that the gate was surprisingly heavy and had been bought back to its former glory and was looking extremely smart. TA was again thanked for his work in the community.

07.11.16 Date of next meeting: Tuesday 9th January 2024. Commencing 7:30pm

Action to be taken by the next meeting:

Clerk

- Price up cost of Bleed Control Cabinet
- Raise PC concerns regarding H&S to BC
- Forward donation to RBL for wreath
- Prepare donation of 350 for St Mary's church for January meeting
- Purchase replacement Defib Pads

Clr Dark

- SAMS software update
- Arrange further Highways meeting

The meeting closed at 9.00 pm.

DRAFT