

The Parish Council Meeting of Flitcham cum Appleton Parish Council

Tuesday 9th January, 2024 at 7:30 p.m.

held at The Community Centre, Flitcham

Present: Susan Allen Richard Gray
Terry Allen Ann Beasley
Gill Welham – Clerk

09.01.01 Welcome from Chair

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

09.01.02 To receive and consider apologies for absence

There were no apologies for absence.

09.01.03 Declaration of interest in items on the Agenda

There were no declarations of interest.

09.01.04 To approve and sign minutes of the Parish Council Meeting held on 7th November 2023

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

09.01.05 Matters arising from the minutes not already on the Agenda

07.11.09 The defibrillator pads had been ordered and delivered

All other matters were covered under Agenda items.

09.01.06 Public Question Time

No members of the public were present.

09.01.07 Reports from the councillors of NCC and BCKL&WN

Despite the clerk asking for reports from the councillors if they were unable to attend the meeting, nothing had been forthcoming.

The Clerk was asked to write to both Councillors to push for updates on various matters. **Action: Clerk**

09.01.08 Correspondence

~ Email from Norfolk ALC re national pay awards – circulated prior to the meeting

~ Email from Kevin Bacon re NALC subscriptions – to assist with budget numbers

~ Email from Saddlebow Depot re Rangers visit – Clerk to respond with items needing attention. **Action**

~ Email from KLBC re Precept information – for discussion at the meeting

~ Email from CIL funding – project list 2024 – for information

~ Email from Joey Smithson re Heacham village newsletter – the PC have requested more information. The Clerk to follow this up. **Action**

~ Email from Cllr. Beales re Bleed Control cabinet funding – no further action

~ Email from KL&WNBC re rural community Grants project – for information

~ Email from KL&WNBC re completion of expression of interest for cycle storage – discussed and Clerk to complete documentation and return: **Action**

09.01.09 Income & Expenditure / Financial Matters

Details of the local government pay awards for 2023 had been circulated prior to the meeting. The agreed national pay award amounted to the Clerk receiving an increase of £1 per hour to £12.84, back dated to 1st April 2023. This increase and back pay was approved at the meeting.

Approval of payments as follows:

Cash received since last meeting

Interest received on BP account £7.58

Payments made between meetings not yet approved

617 Royal British Legion (poppy wreath) £40.00

BACS Anvil Engineering (WM gate) £146.40

BACS Lee Abel (grass cutting October) £75.00

BACS Lee Abel (grass cutting November) £25.00

Payments for approval at this meeting

BACS G Welham (Clerk's January Salary) £251.96

BACS HMRC (Clerk Tax) £63.00

BACS	G Welham (Defib Pads)	80.40
BACS	St Mary's Church Donation	350.00
618	T Allen (A4 paper for newsletter)	£30.00
619	R Gray (playground maintenance materials)	104.50
Total Expenditure		£1,166.26
Balance in current account c/f		£952.67
Balance in business saver account c/f		£2,374.30
Total balance remaining		£3,326.97

The Draft Budget had been prepared and issued prior to the meeting. Discussions took place regarding the various increases in the parishes overall costs. It was also pointed out that the PC had not increased the precept in 2023 and funds were now at a much lower level than experienced in previous years. It was therefore agreed that the parish would request a precept of £4,100 for the budget year of 2024/25, an increase of £300. **Action: Clerk**

The Memory Stick was exchanged.

09.01.10 To Review the Playground/Defibrillator monthly Inspection Reports

RGray had circulated all the outstanding Defib monthly inspection Reports prior to the meeting. It was noted there were no items of concern. The replacement Defib pads had been purchased and received by RGray and placed with the equipment. Expiry date for the new pads noted as April 2026. This information has been updated to 'The Circuit', the national defibrillator data base.

TAllen had forwarded the Playground Inspection Report prior to the meeting. Very little to add other than work has started in respect of placing metal feet on the legs of various items of equipment, however the ground is frozen and this work will have to wait until the warmer weather. Cement has been purchased to encase the metal feet. Paint has also been purchased in readiness for the Spring. The main annual inspection is imminent and it is hoped that all the repairs undertaken in-house will make a difference to the review.

09.01.11 To consider items for Rangers Visit

It was agreed there was always standing water along Abbey Road towards the Waterworks. It was felt digging the dyke might assist with this nuisance. Clerk to respond. **Action: Clerk**

09.01.12 To establish progress regarding dates for Highways visit

As Cllr Dark was not at the meeting, it was not possible to discuss this. However the Clerk was asked to chase and push for dates. Even if this meant discussing with the Monitoring Officer the lack of response the PC constantly endure from Cllr Dark. **Action: Clerk**

09.01.13 To discuss Plans for Sandringham Concerts 2024

As neither Cllr Dark or Cllr Beales were present at the meeting, it was not possible to discuss this matter. Cllr Dark was due to attend a meeting with Sandringham Estates on 23rd November from which the PC were expecting feedback; to date this information has not been received. **Action: Clerk to chase Cllr Dark**

At the PC November meeting Cllr Beales offered to send the PC details of how the decision making process over licensing this type of event actually worked and to establish if there was any breach of the licensing conditions at the 2023 events. To date no information has been received. **Action: Clerk to chase Cllr Beales**
The Clerk was asked to write directly to Sandringham Estates to request information on what we can expect regarding the Sandringham Concerts 2024. **Action: Clerk**

09.01.14 To consider the Heacham's Falls project

Joey Smithson had forwarded an article from the Heacham Village Newsletter regarding an initiative they were trying to set up with regard to specialist equipment to assist in the event of someone falling and unable to get up. The PC had looked at an earlier initiative which needed specialist care and training, however it appeared the Heacham initiative was worth investigating further. The Clerk was asked to make contact with the contributor of the article to establish more information. **Action: Clerk**

09.01.15 To consider the need for an Emergency Bleed Cabinet

The costs for such a cabinet had been investigated and following discussions it was agreed it was not likely that use of such an item would be needed within the small community of Fritcham. It was therefore decided to close this matter with no further action.

09.01.16 Business extra to Agenda (no action to be taken)

The Chair showed the meeting several books taken from the Bus Shelter that has become the Village Library exchange and she was anxious that the shelter was becoming a dumping ground for any book, however unsuitable. It was pointed out that what some may find unsuitable, others may not as her observation was subjective.

It was agreed that the councillors would take time to think about this matter and it would be added as an Agenda item for the next meeting for further discussion. **Action: Clerk**

The Clerk had been experiencing difficulties getting emails through to Cllr Gray. Communications were not being accepted at his email address and all communications were bouncing back. Cllr Gray agreed to arrange to set up a new email address with Outlook/Hotmail in order to overcome the issues. **Action: RGray**

The Clerk asked if the PC would consider changing the meeting dates to any other week day apart from Tuesday, as due to her own personal circumstances she was finding it difficult to attend meetings on a Tuesday evening. This would be an Agenda item for the next meeting. **Action: Clerk**

09.01.17 Date of next meeting: Tuesday 5th March 2024. Commencing 7:30pm

Action to be taken by the next meeting:

Clerk

- Write to Cllr Dark and Cllr Beales requesting updates from previous meeting (Sandringham Concerts)
- Respond to KL&WNBC re Rangers visit
- Respond to KL&WNBC re Cycle storage
- Confirm precept to KL&WNBC
- Write to Sandringham Estates re 2024 concerts
- Chase Cllr Dark re Highways visit dates/SAMS software
- Write to Heacham re Falls project

Richard Gray

- Set up a new email address

Items for next Agenda

- Books in Bus Shelter
- Change of Day for PC meetings

The meeting closed at 8.40 pm.