

The Parish Council Meeting of Flitcham cum Appleton Parish Council
Tuesday 7th March 2017 at 7.45 p.m.
at the Community Centre, Flitcham

Present: Mr Richard Gray – Chairman Mr Geoff Kilham
 Mr Roger Young Monica Mortensson
 Dawn Nash
 Cllr John Dobson (part time) Cllr Tim Tilbrook (part time)
 Gill Welham – Clerk

07.03.01 Welcome from chairman

The Chairman welcomed all present and thanked them for attending.

07.03.02 To receive and consider apologies for absence

Apologies had been received from Joey Smithson.

07.03.03 To receive declarations of interest

There were no declarations of interest.

07.03.04 To approve and sign minutes of the Parish Council Meeting held on 3rd January 2017

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

07.03.05 Matters arising from the minutes

01.11.14 The Clerk advised that she had written to Sandringham Estate immediately following the last meeting and despite chasing for a response, has again failed to raise any acknowledgement from the Estate office. Cllr Tilbrook was due to meet with the Deputy Estate Manager the following day on an unrelated matter and offered to speak on Flitcham's behalf to see if he could push for a response.

03.01.11 The meeting for the Emergency Plan had taken place albeit on a different date to that minuted.

07.03.06 Public question time

There were no members of the public present.

07.03.07 Reports from the councillors of NCC and BCKL&WN

Cllr Dobson advised that there wasn't much happening at County level at the moment due to the forthcoming elections due in May. There had been a budget meeting in February and he advised that due to strains on finances for adult social care and children's services, Council Tax would increase c. 4.5% to cover the additional funds needed to support these two services. This wasn't just an issue for Norfolk CC but was a national problem.

He advised that he was not standing for re-election and therefore standing down as County Councillor. He had been in local politics for many years and was now 80 and he felt it was time to step down. He advised he would speak with his replacement regarding the issue of traffic through the village and would recommend he push for a traffic study to take place at an early stage of taking up office as route hierarchy needed to be examined. If necessary he would suggest getting Henry Bellingham MP involved.

The Chairman thanked John for his services and the contribution he had made during his time as the County Councillor for Flitcham. He would be missed.

Cllr Tilbrook advised that a commission was currently looking at boundaries to make areas more balanced for individual Wards etc.

The Neighbourhood Plan information had been circulated prior to the meeting and Cllr Tilbrook was aware that to get this in place for a village the size of Flitcham would involve an enormous amount of work but he recommended the Council look at the information and give it some consideration. He pointed out that it might make more sense for Flitcham to work alongside another village such as Hillington.

07.03.08 Briefholders Reports

GK advised that the road through the village was suffering badly with pot holes, particularly at the edges. He also advised that the flashing 30MPH sign had been hit by something and had swung round facing the

wrong direction. The light was still on but was obviously not working as the sensor was no longer facing the direction of traffic. Highways need to be informed. **Action: Clerk**

RY advised that he was experiencing a few problems with regard to the distribution of the Newsletter which were not being delivered in a timely manner. Moving forward he would like to distribute the Newsletter by email as the cost of printing plus the paper was no longer viable. It was agreed there would be a phased move to email distribution with only those parishioners without internet access receiving a hard copy. RY would start the process by adding this information to the next Newsletter and to request email addresses from parishioners. This was also a necessary part of the Emergency Plan and would be a useful database to be held by the Clerk.

RY had planted primroses around the village which was his gift to the community. They were now coming into bloom.

RY advised that there were new residents in the village - Treena and Steve Cope. RY was in the process of preparing a Welcome Pack for them.

RG – the planning application for the Micro Brewery in one of the units at The Barns had been received and after initial investigation it was established this was regarding internet sales only which are available 24/7. This had been endorsed by the councillors.

07.03.09

Finance

Financial Report

The following cheques were approved for payment:

466 Clerk's Salary and expenses (Gill Welham)	£133.80
467 HMRC (Clerk tax)	£33.60
Total Expenditure	£167.40
Balance in current account	£1,076.19
Balance in business saver account	£362.15
Total balance remaining	£1,438.34

The Clerk advised the end of year accounts would be prepared at the end of March in readiness for the internal audit and subsequent main audit. The Clerk had approached Noelyne Fuller who was willing to carry out the internal audit again this year. The Chairman proposed that N Fuller be appointed as Internal Auditor and was approved by the councillors.

A quote had been received from AFenn to carry out grass cutting on the play area in 2017. The quote had not increased and remained at the same cost as 2015 and 2016. As he had always given a first class service it was unanimously agreed to award the grass cutting contract to AFenn for the summer of 2017. The Clerk would raise a contract to this effect for AFenn to sign. **Action: Clerk**

07.03.10

Bus Shelter/West Norfolk Transport Project

A letter had been received from WNCTP regarding continuing support for the bus project. They had requested a contribution of 50% of the year one donation. The council therefore agreed a payment of £50 would be made at the May meeting and within the 2017/18 budget. **Action: Clerk**

Terry Allen had also offered to supply a Notice Board for the bus shelter to incorporate the time table. This offer would be gratefully accepted.

With regard to the asbestos roof on the bus shelter, GK would contact the company that advertise in the Newspaper to obtain a price for just the removal of the roof as this needs to be dealt with urgently. Once the roof was removed, the shelter could then be repaired by 'others'. In the meantime MM would contact someone in the village that she knew who may be able to help. **Action: GK/MM**

07.03.11

Flitcham Neighbourhood Development Plan

Following discussions and the realisation of the huge amount of work entailed to put this in place it was agreed to put this matter on the back burner for the time being.

07.03.12 Emergency Plan

A meeting of the councillors had been held on 21st February which raised a few more questions to be answered. JS had been in contact with WNBC and they have agreed to carry out a table top exercise to test the viability of the Plan which was nearly there, but not quite ready for publication. The Plan will need to include Appleton and Harpley Dams.

The Clerk was asked to write to Flitcham School to seek approval for the use of the school as an Emergency Rest Centre in the event of a crisis. **Action: Clerk**

07.03.13 Speeding through village/Highways

Following the letter sent to Highways after the last PC meeting, and the Highway's response, JDobson felt we should take up their suggestion as a temporary measure and until such times as the route hierarchy was looked into. The clerk was asked to write to Highways to confirm this matter. **Action: Clerk**

07.03.14 Correspondence

BCKL&WN letter regarding the planning appeal on Church Road, the Clerk was asked to request a copy of the Appeal Decision when available. **Action: Clerk**

07.03.15 Business extra to the Agenda

GK mentioned that the windows that had been removed from the clubhouse on the Football field still remain behind the wooden hut. Added to this is now a bed head and an old door. Broken glass could be a hazard to children on the field and was unsightly. RG offered to speak with the football club. **Action: RG**

07.03.16 Date of next meeting: Tuesday 9th May 2017 at 7:30pm

07.03.17 Action to be taken by the next meeting:

Clerk

- Purchase card for J Dobson
- Write to Highways regarding damaged flashing sign
- Confirm quote to AFenn
- Write to BCKL&WN re Appeal Decision
- Write to WNCTP to agree donation of £50
- Write to school re Emergency Plan

Agenda items next meeting

The meeting closed at 9.45pm.