

FRETtenham PARISH COUNCIL

Clerk to the Council:

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Meeting Minutes of Frettenham Parish Council meeting on Friday 10th January 2025

Present: Teresa Norton (Chair), Philip Norton (Vice Chair), Shaun Catterall, Richard Fisher, Fiona Tibbitt

Also Present: Anne Tandy Clerk and RFO

Members of the Public: 2

1. Welcome and apologies for absence received from Michael Palmer for medical reasons. All agreed.
2. There were no declarations of interest in items on the agenda or requests for dispensations
3. The minutes of the Parish Council meeting held on 8th November 2024 were approved as an accurate record of the meeting. All agreed.
4. **To adjourn the meeting for public participation**
 - a. No reports received from the County or District Councillors
 - b. There were no residents' questions.
5. **To report progress on any matters arising from the last meeting** (if not on the Agenda)
 - Nature Recovery Strategies is currently out for consultation
 - Court Hill grass verge posts (awaiting response from Highways)
 - Noticeboard on Post Office Road (in progress)
 - It was noted that the Council's website and email address have now changed. Emails have an automatic reply and forwarding set up. The new details are:
clerk@frettenham-pc.gov.uk
www.frettenham-pc.gov.uk
6. **Neighbourhood Plan Steering Group**
 - a. A new Chair was to be appointed at the last meeting on 8th January 2025. The Clerk to make enquiries as to who this was.
 - b. The proposed designated boundary for submission to Broadland District Council was reviewed by Council and proposed by Teresa Norton for approval. Seconded by Shaun Catterall. All agreed.
7. **Planning**
 - a. The planning report for January 2025 was noted.
 - b. Planning application 2023/004 Belaugh Farm and the associated footpath at Court Hill was discussed at length. It was considered that the provision of a footpath would be a positive

for the village. The draft planning response was received favourably. More information regarding the costing is needed. The Clerk to liaise with Highways.

8. Community Litter Pick

- a. The date for the next litter pick, postponed from 8th December 2024 will be **2nd February 2025**. Notices will be put up and shared on social media.

9. New Play Equipment

- a. The installation of a new climbing wall at Frettenham play area which will be fully funded through grants was considered. The time required by the Clerk is minimal and therefore it was proposed by Teresa Norton that this project goes ahead. Seconded by Fiona Tibbitt. All agreed.

10. Allotments

- a. It was resolved that the matter of maintenance to the inside of the hedgerow along Well Green be added to the next allotment meeting agenda.
- b. It was discussed whether a structured compost bin for use by all plot holders be installed. This will be added to the next allotment meeting agenda.
- c. A request from plot holder 3 to look at the maintenance of the hedge at the back of the property on Well Green was considered. With the increase in allotment fees allowing the Council more flexibility to undertake maintenance, it was agreed that the Council will undertake this. The Clerk to obtain quotes for this.
- d. The allotment inspection report was received. The issue of using carpeting on allotments to protect from frost was raised. Council will monitor this with the expectation that they will be removed once the warmer weather is here.

11. Reports

- a. An update on the village newsletter was received. Issues have been resolved and the next edition will commence in the coming weeks.
- b. An update on Highways matters was presented by the Clerk. The pothole near New Farm has been reported and filled. The suspected water leak at the junction of Post Office Road and Mill Road has been reported to Anglian Water.
- c. A report from the F.A.S.T Working Group – SAM2 was presented.
- d. A report on the activities of the village hall was received from Philip Norton. Bookings are going really well and the playing field is looking in good condition.
- e. A report on regular play area inspections was received. Richard and Fiona will continue to carry out inspections during Michael's absence.

12. Playground Health and Safety Training

An update was given on the organisation of the training with other parishes. The uptake has been very low. This is being advertised via NPTS so adjourned to the next meeting to allow time for anyone interested to make contact.

13. Upgraded Email Domain

- a. The cost of £25.00 +VAT per annum for Parish Online to hold the old domain to prevent fraudulent use and forward all emails and website traffic to the new domain was agreed. Proposed Teresa Norton and seconded by Shaun Catterall. All agreed.

14. Noticeboards

- a. The costs of a replacement noticeboard at Pound Hill was adjourned to next month to allow full costings to be obtained.

15. Budget 2025/26

- a. The costs of grounds maintenance at the playing field for 2025/26 were considered. The Clerk has been unable to obtain any further quotes and the current contractor has not increased their prices this year so it was proposed by Shaun Catterall to continue with Norse. Seconded by Teresa Norton. All agreed.

16. Precept 2025/26

- a. The precept figure of £16,000 which will be an increase of £6.34 on a Band D property for the year was proposed by Fiona Tibbitt and seconded by Richard Fisher. All agreed.

17. Accounts

- a. The bank Reconciliations for November and December 2024 were noted. The total balance at 31st December 2024 was £18,750.61
- b. A new bank signatory in place of Philip Norton was appointed as Fiona Tibbitt.
- c. The payments for December 2025 were ratified as follows:

Voucher	Date	Supplier	Account name	Net	VAT	Total
124	09/12/2024	Martyn J Green Ltd Frettenham Village	Allotment Maintenance	-260.00	-52.00	-312.00
125	09/12/2024	Hall Norwich Print	Village Hall Hire	-30.00	0.00	-30.00
126	09/12/2024	Solutions	Newsletter Printing	-222.00	0.00	-222.00
127	09/12/2024	Parish Online	Website Hosting	-215.00	-43.00	-258.00
128	13/12/2024	Hugo Fox	Website Hosting	-9.99	-2.00	-11.99
129	09/12/2024	EasyPC Accounts	Accounts Software	-32.50	0.00	-32.50
135	20/12/2024	Norse Eastern Ltd	Playing Field and Play Area Grass Cutting	-234.28	-46.86	-281.14

- d. The payments listed below for January 2025 were proposed for approval by Shaun Catterall. Seconded by Teresa Norton. All agreed. The online authorisers will be Teresa Norton and Shaun Catterall.

Voucher	Date	Supplier	Account name	Net	VAT	Total
138	10/01/2025	Anne Tandy	Home Working/Travel Expenses	-66.40	0.00	-66.40
139	10/01/2025	Anne Tandy	Stationery – Ink cartridges -50%	-27.04	-5.41	-32.45

18. Correspondence

- BDC Annual Street Count
- Norwich Western Link Project Update
- BDC Post-Town and Parish Summit 2024 feedback survey
- NCC Share your thoughts about the place you live...?

19. Items for the Parish Council meeting on **Friday 14th February 2025**

- a. Batteries for defib at Rose and Crown PH

Meeting ended at: 20:35

Signed

Dated: