

FRETtenham PARISH COUNCIL

Clerk to the Council:

Anne Tandy

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Minutes of the Parish Council Meeting on Friday 14th February 2025

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

Also Present: Anne Tandy, Clerk to the Council and RFO and Dan Roper, County Councillor

Members of the public: 3

1. Welcome and apologies for absence.
2. The resignation from Michael Palmer was received. Council expressed their thanks and gratitude for all the contributions Michael has made to the work of the Council.
3. It was proposed by Teresa Norton that Philip Norton be appointed as the new Internal Control. Seconded by Shaun Catterall. All agreed.

19:05 Fiona Tibbitt arrived.

4. An application for a co-option on to the Council was considered. It was proposed by Fiona Tibbitt that Kathleen Hall be co-opted onto the Council. Seconded by Richard Fisher. All agreed. Kathy wasn't in attendance but was welcomed onto the Council. Declaration of Acceptance of Office will be signed before or at the next meeting.
5. There were no declarations of interest in items on the agenda or requests for dispensations.
6. The minutes of the Parish Council meeting held on 10th January 2025 were reviewed. An amendment was requested by Fiona Tibbitt to correct the spelling of her name. Agreed. The Minutes were then approved as an accurate record of the meeting and once corrected will be printed and signed. All agreed.
7. **To adjourn the meeting for public participation**
County Councillors report:
 - Cllr Roper had raised with NCC that on the days they hold hazard waste disposal the booking system will be over subscribed and would result in large queues of traffic. Therefore the number of hazardous waste days will be doubled each year to accommodate.
 - NCC elections are not taking place this year because of the devolution scheme changing to a unitary councils structure. This will mean a Mayor will cover the County's of Suffolk and Norfolk; the District Council tier will be demolished and Parish Councils will continue with some tasks being pushed down to Parish level.

Discussion about the number of Councils Norfolk should have is being considered and various models are being looked at. All changes should be in place by 2027.

- Social Care costs will contribute to the increase of the NCC Council Tax share by 4.99% but BDC is freezing their Council Tax request without any cuts in services or using reserves. This is possible due to the efficiency savings being made by joining up with South Norfolk DC.
 - The planning application for the Norwich Western link road has been withdrawn with no possibility of getting approval without the relevant licences regarding bat habitations. If this is resolved the application will be resubmitted.
 - a. There were no matters raised by the public.
8. To report progress on any matters arising from the last meeting (if not on the Agenda)
- a. Climbing wall funding application has been submitted and the outcome is awaited.
 - b. Nature Recovery Strategies (Fiona) No further progress. This will be removed from the agenda until there is more to report.
 - c. Court Hill grass verge posts – awaiting NCC Highways

9. Neighbourhood Plan Steering Group

An update on progress from the Working Group heard that the numbers have dwindled and following Michael Palmer's resignation they are unable to appoint a Chair. Council considered if the group is still viable and how matters should proceed including any costs which will be incurred. The strain on the budget of paying the Clerk extra hours to complete the administration was a concern but it may be possible to work around this and use the Locality Grant to cover the costs and this is being explored. The Clerk offered advice and suggested one approach might be to focus on specific policies such as design code, environmental factors, vistas and open space which would enable a shorter time frame to complete the initial plan and less time commitment for the volunteers getting involved. The plan can then be reviewed at anytime to change or add policies as the planning landscape changes. Teresa Norton agreed to join the working group as a representative of the Council and ideally a minimum of six people need to be identified for the group (there are currently three). To be reviewed at the next Council meeting and establish if the group will be viable.

Thanks was expressed for the work Michael Palmer has undertaken to get the project off the ground.

10. Planning

- a. The planning report for February 2025 was noted.
- b. The submission of the planning response for application 20230024 Belaugh Farm was ratified.

11. Reports

- a. An update on the village newsletter was received from the Editor.
- b. A report regarding the last Community Group litter pick was given by Fiona Tibbitt. An event that is growing in popularity. This time 8 bags of rubbish were collected. Arrangements will need to be made with BDC to collect the rubbish as the amount is now too much for residential bins. The Clerk will action this.
- c. An update on Highways matters was heard. Matters were raised for the attention of Highways and the Clerk will pass these on.
- d. A report from the F.A.S.T Working Group – SAM2 was given by Teresa and Shaun. There are 3 lots of data to download and send to the Clerk for production of the relevant reports.

- d. A report on the activities of the village hall was received from Philip Norton. An influential member of Frettenham Cricket Club has died and Committee would like to place a memorial bench on the recreation field. The Clerk will check there are no restrictions on this. The club are also holding a memorial match on 12th April 2025.
- e. A report on regular play area inspections was received. Richard has completed the January inspection. Fiona to do February 2025.

12. Playground Inspection Training

An update was given on the interest for the training from CAN. There has been interest from Councils in South Norfolk which would increase the number to four. The minimum number needed to make if financially viable is six. This will be left to run for a bit longer and see if there is any further interest.

13. Website

A request for the Parish Council website to contain a page linked to the Frettenham History resource was discussed. The matter was adjourned to next meeting to establish who will be continuing with the upkeep of those records.

14. Noticeboards

The costs of a replacement noticeboard at Pound Hill were discussed. The resources are still being costed and it will be adjourned to the next meeting.

15. Internal Auditor

The appointment of an internal auditor for the 2024/25 year end was adjourned until the next meeting to obtain prices.

16. Policies

- a. The Council's Standing Orders Policy were reviewed and agreed.
- b. The Council's Financial Regulations were reviewed and agreed.

17. Accounts

- a. The bank Reconciliation to 31st January 2025 was noted. The total balance including reserves was reported as £16,429.77.
- b. The budget for the 3rd Quarter of 2024/25 was reviewed and agreed.
- c. The cost of £289.00 +VAT for a new battery for the defibrillator at the Rose and Crown PH was agreed. Proposed by Shaun Catterall and seconded by Richard Fisher.
- d. The Clerk's attendance at the NPTS Spring Seminar at a maximum cost of £56.00 was agreed. Proposed Teresa Norton and seconded by Shaun Catterall.
- e. The payments listed below for February 2025 were proposed by Teresa Norton and seconded by Fiona Tibbitt. It was agreed the online authorisers will be Shaun Catterall and Teresa Norton.

Voucher	Date	Ref.	Supplier / customer	Account name	Net	VAT	Total
142	14/02/2025	BACs	Anglian Water	Allotment Water	-18.51	0.00	-18.51
143	14/02/2025	BACs	Frettenham Village Hall	Village Hall Hire	-30.00	0.00	-30.00
144	14/02/2025	BACs	Anne Tandy	Home Working/Travel Expenses	-35.90	0.00	-35.90

14/02/2025	BACs	Wroxham Home Farms	Allotment land rent	-62.50	0.00	-62.50
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18. Correspondence

- National Allotment Society February Newsletter
- NCC Norwich Western Link project update
- National Allotment Society AGM Election form and magazine.
- BDC Tree Planting Grants available now.
- Email from resident regarding concerns of speeding along Hall Lane/Well Green

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

Meeting Closed at: 20:32

Signed:

Dated: