



THURSFORD PARISH COUNCIL

The minutes of the Annual Parish Council Meeting held on Monday 23rd May, following the Annual Parish Meeting in Thursford Methodist Church

Present: Cllr S. Eckworth (Chair), Cllrs, V. Cushing, K. Drake, K. Plumbly, G. Pointer, C. Ross, Parish Clerk – K. Harris, 3 Residents

1. Election of Chair – Sign Declaration of Office

Cllr Eckworth agreed to stand as Chair. The vote was unanimous, on a Proposal by Cllr Pointer and Seconded by Cllr Ross. She signed the Declaration of Office.

2. Election of Vice-Chairman

Cllr Drake agreed to be Vice-Chair. The vote was unanimous, on a Proposal by Cllr Pointer and Seconded by Cllr Cushing.

3. Welcome and to consider apologies and reasons for absence

The Chair welcomed everyone. Apologies had been received from NCC Cllr Aquarone.

4. To receive declarations of Interest and request for dispensations in any of the agenda items

There were none.

5. To co-opt a new Councillor onto the Parish Council

This item has been moved to the next meeting.

6. To **approve** the Minutes of the Parish Council Meeting held on 4th April

These were agreed by all and signed by Cllr Eckworth

7. Matters arising on the Minutes (for information only), not included on the agenda

The Clerk has been in contact with DL Thomas Courthauld regarding the Plaque as the presentation had been postponed earlier in the year: it will either be presented at the next meeting or will be sent directly to the Clerk.

8. Open forum for Public Participation

1. Receive reports from NNDC Cllr Kershaw, NCC Cllr Aquarone if attending

No reports had been received

2. An opportunity for members of the public to raise questions or concerns

There were none.

9. To discuss any planning matters

- 1 PF/22/0489 - Thursford - Land South West Of, Brick Kiln Road -To receive any update on the Exception Housing Scheme – Pending consideration

The Clerk reported the following after a conversation with the NNDC Planning Officer dealing with the application:

The Lead Local Flooding Agency (LLFA) have requested further information regarding the site.

Highways have objections which will need to be addressed before the application can be progressed.

There are concerns regarding the location: NNDC Policy H03 is not well served because of householders' reliance on private cars; the application does not comply with spatial policy due to its location on the edge of a village without facilities; the proposed layout is suburban in characteristics.

As the agent will need time to deal with the queries from Highways the deadline is likely to be extended.

The issue of Nutrient Neutrality will need to be considered even though the site is outside of the catchment.

The Clerk requested that the PC is included in any further consultation.

Cllrs wanted the issue of visitor parking to be addressed as there appears to be none on the site plans and there is concern that visitors will park in Station Road.

The Clerk is writing to Planning Officers dealing with the application to invite them to a site visit with members of the Parish Council.

2. PF/22/0861 - Fowler Lodge, North Lane, Erection of single-storey side extension

The Cllrs had no comments on the application.

10. Financial and Governance Matters

1. Agree the Internal Audit undertaken for y/e 31st March 2022

The recommendations from the Internal Audit report were reviewed:

Allotments will be added to the next agenda

Cllrs decided not to pursue the invoice for printing costs with the Developer (£11) because the Developer had stated that he would not reimburse the PC because it was their decision to copy his leaflet and distribute it to the whole village: he had already delivered it to those adjacent to the site. The PC decided that the cost in pursuing this invoice was not justified in these circumstances.

Internet Banking will be added to the agenda for the next meeting.

The Internal Audit and the PC response was agreed by all on a Proposal by Cllr Pointer and Seconded by Cllr Ross.

2. Agree the signing of the Exemption Certificate for 2021/22

This was agreed by all on a Proposal by Cllr Cushing and Seconded by Cllr Drake.

3. Agree the Governance Statement for 2021/22 (AGAR Form 2)

This was completed and agreed by all on a Proposal by Cllr Cushing and Seconded by Cllr Pointer.

4. Agree the Accounting Statement for 2021/22 (AGAR Form 2)

This was agreed by all on a Proposal by Cllr Drake and Seconded by Cllr Ross

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4 pages 1 appendices

DRAFT until AGREED at following meeting

5. To note the dates of the Notice of Public Rights

The dates for the Exercise of Public Rights will be from Monday 20th June to Friday 29th July 2022

6. To agree the Cashbook and Payments List and Insurance Schedule

The cashbook had been balanced to 13th May and the cash balance was £3,800.

The following income had been received since 1st April: 29/04/22 – Precept £2,200.00

The following payments Had been made: 4/04/22: Thursford Methodist Church (Hire for PC Meeting 4/04/22) £15.00; 25/04/22 Fakenham Prepress Solutions (Printing of the Tablet) £39.60

The following payments are now due: S. Eckworth (reimbursement for retiring gift for Chairman) £36.00; Thursford Parochial Church Council (Grant to the Church as the Community facility) £1,000.00; Zurich Municipal (Insurance) £214.00.

These were approved on a Proposal by Cllr Cushing and Seconded by Cllr Plumbly.

11. To note any Correspondence

The following correspondence had been received since the last meeting: Norfolk Million Trees Newsletter; NALC Highways Seminar; Queen’s Platinum Jubilee Guide; Police SNAP Invitation; NPTS Newsletter; NALC Information on Waste; Textile Bank opportunity

12. To receive an update on actions for Thursford Cemetery

Cllrs Pointer and Plumbly plan to clear the scrub before the September PC meeting so that the PC can then decide if additional equipment needs to be hired to finish the work. The Chair suggested that a working party could be convened to help and asked them to keep the PC informed.

13. To receive an update on Highways Matters

The Highways concerns noted at the Annual Parish Meeting were brought into the PC meeting so that they can be added to future agenda:

Concern was raised about speeding traffic along North Lane and some of the speed limit signs are obscured by hedging. The Clerk will contact Highways. Cllr Eckworth will speak to PC Dawson and request a visit from the Speed Camera team.

1. To consider and approve any action regarding through traffic using Station Road

A growing number of motorbikes (currently 4 or 5) are using Station Road as a “through” highway on a daily basis. Residents would like this to be stopped. The road currently is at the National Speed Limit and there is concern for residents’ safety. The Clerk will investigate the legality of Station Road being used as a through highway and whether a gate or other barrier could be installed at the end of the road.

14. To receive an update on the Queen’s Platinum Jubilee

The event takes place between 2pm-5pm. A leaflet has been circulated with information and there is a tombola, competitions for fancy dress and bunting, and a Bring and Share Tea. Cllr Pointer will ask the museum if they can allow a small area for Villagers’ car parking.

15. To receive an update on a Permissive Path alongside Clarkes Lane

A resident has contacted the landowners on either side of Clarkes Lane and they approve in principal. A circular route now needs to be defined around the field with a ramp leading to it and the field would become a Pocket Park. A working party will be convened with a view to presenting grant applications for approval at the September meeting. The resident proposed

that a public consultation could take place at the Jubilee Tea. All were in favour of progressing with this.

16. To note date of next meetings, September 5 November 14 - Location: Methodist Church

17. Any Other Business – for information only

Roses on The Green – Cllr Drake reported that the Arch didn't get any sun during the day, so most roses would not flower. Red climbing rose - Souvenir de Docteur Jamain (a small red flowered climber) may work. All agreed the Arch needed something and agreed that Cllr Drake would investigate.

Cllr Eckworth noted that there were too many books in the Phone Box with the Defibrillator. A resident offered to monitor this. The next Tablet should also have a notice reminding residents not to leave books on top of the Defibrillator.

18. To close the meeting

There being no further business, the meeting closed at 8.30pm.