

THURLTON PARISH COUNCIL

MINUTES of MEETING held on 11th September 2023 at Village Hall 7.30pm

PRESENT

Cllrs. Paul Jackson (Chair), Mick Erskine (Vice Chair), John Willis, Andy Whiting
Gill Crossland (Clerk).

1. APOLOGIES RECEIVED AND ACCEPTED - REF 09/23/01

Cllrs. Teresa Miller, Andrew Evans (Thurlton District Ward) and Barry Stone County Councillor for Clavering. No apologies received from Cllr. Rob Blayney. Present PC James King.

2. TO RECEIVE DECLARATIONS OF INTEREST – REF 09/23/02

Cllr. Erskine declared that Erskine Electrics occasionally carry out work for Thurlton Village Hall and Norfolk County Council.

3. MINUTES OF PREVIOUS MEETING – REF 09/23/03

August 2023 minutes agreed by all and signed by Chairman Cllr. Jackson.
Proposed Cllr. Willis seconded Cllr. Erskine.

4. ACTIONS/MATTERS ARISING FROM PREVIOUS MEETING - Ref 09/23/04

Village Hall EV charging points.

Action – Clerk to

5. COUNTY/DISTRICT COUNCILLORS, COMMUNITY POLICING, LOCAL ORGANISATIONS, CLUBS, AND INDIVIDUALS WITH SPECIFIC RESPONSIBILITIES -- REPORTS / INFORMATION – REF 09/23/05

Chairman invited PC King to give an update on policing in the village. Since June there have been 19 calls recorded with 4 that have been necessary to investigate.

1. A white van reported to have been seen driving around the village in the early hours of the morning. No further sightings have since been reported and no CCTV footage available to investigate further.
2. A report of fireworks going off late at night. This was later to be discovered that it was somewhere other than from the playing field. However, unauthorised fireworks should be reported through 999 as a potential fire risk.
3. The knife incident in the village is still being investigated. Police feel this is possibly connected to the door-to-door callers also reported. The advice is not to open your door to these people and if you do, not to entertain them. However, there has been no further sightings or reports around the area, and it is of the opinion that this was someone passing through the village and an

isolated incident. The police welcome any reporting of door-to-door salespeople and would be interested in any CCTV footage.

4. A theft of a trailer in the area is still under investigation. Police would welcome any information or CCTV footage of suspicious or unknown characters that have been seen in the village which may help towards this investigation.

Clerk informed PC King that there had been reports of residents being frightened by loud knocking on doors and windows around the village and the toddler area being used for drinking and suspected smoking of drugs at night. Police will ensure these areas are patrolled when in the village.

The Police will investigate the CCTV footage showing vandalism of the goal posts on the playing field and report back their findings.

Chairman thanked the Police for attending our meeting and their up-date.

July minutes for the Village Hall were circulated to all Councillors. Cllr. Erskine attended this meeting and, although it was agreed the Parish Council need to work with the Village Hall for future vehicle access to the disabled car parking spaces, Mill Lane is not an option following the report received from Gary Overland of Norfolk County Council sometime ago. The PC has put in place an agreement with the Queen`s Head providing vehicle access through the gate and over the field. PC has provided a risk assessment form which must be completed by anyone using this entrance, for insurance purposes.

EV charging points for the village hall was also discussed in relation to their report.

Action – Queens Head PH to be approached to see whether key for the gate could be Kept by the Parish Clerk and, if possible, a duplicate for the Village Hall on the understanding the risk assessment form is returned to the Parish Clerk. Clerk to make enquiries for EV charging points and a possible site visit to inspect the site.

MANAGEMENT AND MAINTENANCE OF P.C. ASSETS – REF 09/23/06

Chairman requested that the current version of the Standing Orders policy be completed for agreement in the October meeting.

Document Retention Policy

Financial Regulations

Accessibility Statement Policy

Internal Financial Controller Policy

Data Protection Policy

Risk Management Policy

Equal Opportunities Policy

Complaints Policy

Social Media Policy

All above Policies unanimously agreed by all Councillors present and signed by Chairman.

Clerks working from home assessment form noted as completed.

Cllrs. Willis advised that no accidents had been reported for the playing field and the accident book recorded accordingly. Goal posts had been successfully erected and Clerk advised the pegs to secure the nets were expected this week. Cllr. Willis to fit when received. The pedestrian warning plaques at both ends of Mill Lane needed to be repositioned. Cllr. Willis will grease the links on swings. The see saw mechanism is on order and the adult gym equipment is waiting to be fitted. It was agreed that the swing seats need to be replaced as soon as funds are available.

A generous donation has been received by M. Gaze & Co Ltd towards the new goal posts. Also, a gift of a signed Norwich City FC Top has been donated to the Parish Council to be raffled or auctioned for a contribution towards the goal posts.

It was unanimously agreed that the football shirt should be raffled for £1 a ticket thereby giving everyone a fair chance to own this prestigious item.

The Parish Council would like to thank both parties for these kind and generous donations on behalf of the whole parish. The donations are gratefully received.

All Councillors unanimously agreed to continue our Insurance Policy with Clear Insurance (previously known as BHIB) from the renewal date of 1st October 2023.

Proposed Cllr. Willis seconded Cllr. Erskine.

Spraying of the brambles has been completed. However, the area to be seeded with wildflower and grass is larger than had been advised. Council agreed to pay £102.00 including VAT for the spraying and a new quote for re-seeding is awaited.

A complaint has been received regarding two trees overhanging garden fences on the playing field. It was agreed to accept the quote from Joe Griffen to trim these two trees plus the cherry tree for a price of £400.

One grit bin had been purchased for the Village Hall. Clerk awaiting advice from Gary Overland before purchasing one for Blacksmiths Gardens.

Steel bin liners have been purchased which include one for outside the Village Hall.

It was unanimously approved to purchase the mechanical part from Sutcliffe Play required to mend the see saw.

All above proposed by Cllr. Erskine and seconded by Cllr. Whiting.

Clerk has asked Norfolk Council Council to put in a dropped curb opposite the Community Shop following a request by a low mobility resident. Cllr. Stone was copied into this, and a response is awaited. New street signs had again been chased.

Action – Clerk to complete newest version of Standing Orders for the October meeting.

Clerk to file Playing Field report for audit purposes.

Clerk to arrange raffle for the NCFC shirt and advertise as widely as possible.

Clerk to instruct trimming of trees for October and a further quote for re-Seeding bramble area.

6. HIGHWAYS/TRAFFIC CALMING/FOOTPATH MATTERS - REF 09/23/07

Clerk has asked Norfolk Council Council to put in a dropped curb opposite the Community Shop following a request by a low mobility resident. Cllr. Stone was copied into this, and a response is awaited.

Action – Clerk to update in October meeting.

PLANNING - REF 09/23/08

2023/2625 – 2 Blacksmiths Gardens, Thurlton, Norfolk. NR14 6GJ

Single storey side extension and relocation of garden boundary fence application.

All hands no objections from Councillors.

It was noted by Council that 2023/2658 was previously listed as 2023/1964 - 3, Blacksmiths Gardens, Thurlton, Norfolk. NR14 6JG

This was recorded and noted under 2023/1964 in the August minutes as no objections.

Action - Clerk to note planning records no objections to 2023/2625.

7. CHEQUES/FINANCE Ref 09/23/09

£200.00 - G.S. Tractor Playing Field grass cutting

£22.00 - G. Crossland working from home payment

£120.00 – D. Bracey Annual Playing Field Inspection

£102.00 - GDC spaying of Playing field area

Above to be paid by BACS

Following items paid by DD or Debit card

£115.17- Ebay purchase 3 steel bin liners

£8.99 - SanDisk purchase

£9.99 - HP Ink

£114.00 - Polycote purchase yellow grit bin for village hall car park

£1059.69 -Harrod Sport for goal posts

Proposed Cllr. Willis seconded Cllr. Whiting

Authorisation signed by Chairman. Cllr. Miller to check and sign on return from holiday.

Bank Balance as at 31st August 2023 £10,968.22.

Cllr. Blaney has now been added on to Lloyds Bank Account as a signatory.

Due to Clerk and Cllr. Miller holiday commitments accounts will be submitted for October meeting.

Bowls Club have paid 2023 annual rental of parking area. However, Clerk cannot trace a payment received for 2022 so this needs to be investigated.

Action – Clerk to make payments

Clerk to write to Bows Club for 2022 payment

8. COMMUNICATIONS – REF 09/23/10

Clerk has submitted report to Rav Mag

Training all booked and confirmed for Monday 23rd October 2023 at the Chapel and some Councillors will be participating from Haddiscoe and Norton with full attendance from Thurlton Parish Council.

Unfortunately the Composting plot has become overgrown, and Parish Council have been approached by the Allotment Association to tidy this up. The Composting team will need to review whether this is a viable project going forward and decide whether this needs to be wound up. This is unfortunate and due to a lack of volunteers. Cllr. Jackson will arrange meetings with the necessary parties to come to a decision.

Action – Cllr. Jackson to report on the Composting situation in the October meeting.

9. DATE OF NEXT MEETING – Monday 9th October 2023

Signed..... Date.....

Gill Crossland

PARISH CLERK

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