

THURLTON PARISH COUNCIL

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

PRESENT

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

One member of public present.

1. APOLOGIES RECEIVED AND ACCEPTED - REF 12/23/01

Cllr. Rob Blaney, Barry Stone County Councillor for Clavering, Cllr. Andrew Evans (Thurlton District Ward).

2. TO RECEIVE DECLARATIONS OF INTEREST – REF 12/23/02

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

3. MINUTES OF PREVIOUS MEETING – REF 12/23/03

13th November 2023 minutes agreed by all and signed by Chairman Cllr. Jackson. Proposed Cllr. Willis, seconded Cllr. Miller.

Chairman opened meeting to member of public

An enquiry was received regarding an unofficial footpath [REDACTED]

Member of public would like Parish Council to apply for an official footpath title on this piece of land. Public have been allowed to walk this pathway for over 40 years and this has been done regularly.

Action agreed – Clerk to make enquiries regarding all the footpaths on these fields with a view to becoming Official footpaths as many people walk the circumference of this area. Firstly, clerk to research process and notify landowners of the intention.

Chairman thanked member of public attending the meeting.

To be carried forward for update in January 2024 meeting.

4. ACTIONS/MATTERS ARISING FROM PREVIOUS MEETING - Ref 12/23/04

Biodiversity Plan – Under the 2021 Environment Act public authorities, including all parish councils, must consider what they can do to conserve and enhance biodiversity. It was agreed that Thurlton PC had already taken steps towards conserving and enhancing biodiversity by re-seeding the playing field area with wildflower and grass to encourage insects and wildlife into the area. In the spring we look forward to this flourishing.

The Village Hall has also nominated a piece of land by the side of disabled car parking Throughout the village bulbs have been planted on verges by the Horticultural Club in

the past and the Clerk maintains the planters opposite the Community Shop. The shop also have planters and pots they maintain in the spring/summer periods.

Cllr. Miller suggested Blacksmiths Gardens was an ideal open space for encouraging new wildlife.

It was agreed to apply for the £300 Clean Up and Bloom grant available to spend on the

Village for this purpose.

Action – Clerk to complete paperwork for grant and an action plan going forward.

5. COUNTY/DISTRICT COUNCILLORS, COMMUNITY POLICING, LOCAL ORGANISATIONS, CLUBS, AND INDIVIDUALS WITH SPECIFIC RESPONSIBILITIES -- REPORTS / INFORMATION - Ref 12/23/05

Clerk has contacted PC King`s replacement, PC Josh Ford, with a welcome email and an invitation to meet Councillors advising him of Parish Council meeting dates.

Action – None

6.MANAGEMENT AND MAINTENANCE OF P.C. ASSETS – REF 12/23/06

Clerk has received confirmation from Norton Parish Council Clerk that our request to contribute towards some of the playing field costs would be addressed in their meeting

in January 2024.

Cllr. Willis reported that the dog bin on Sandy Lane was not broken but has come away

from the post. As it does not appear to be harmful it was decided to try and fix rather than replace.

Clerk confirmed that no accidents had been reported for the playing field.

Cllr. Willis handed in the risk assessment which was discussed. Clerk confirmed Hippo handles had been ordered. Some remedial work brought to attention which Councillors

can rectify but it was noted that some equipment was beginning to wear. This is only to be expected considering the age and it was noted that expenditure would be likely in 2024. No equipment appeared to be dangerous and Cllr. Willis will keep a close eye on this. It was agreed to revisit this in February 2024 meeting when we will have had a reply from Norton Parish Council.

Annual renewal for ICO payment on 22nd December was unanimously agreed.

Proposed Cllr. Miller, seconded Cllr. Erskine.

Goal net fixtures had been replaced with plastic ties and Clerk has ordered stronger plastic goal net fixings to conform with health and safety standards.

A new quote has been received from GB Driveways for a total of £17,400.00 including VAT. Providing the Lottery Grant money will be receipted into our bank account prior to payment, it was unanimously agreed to instruct work to commence 8th January 2024.

Phase 2 has been fully sourced with grants from Cllr. Stone, Norfolk County Council and the lottery fund and will see the completion of all paths on the playing field comply to DDA requirements.

Action – Councillor Willis will try and re-pin the dog bin to the post.

Clerk to carry forward Playing field repair plan to February 2024 agenda.

Clerk to instruct GB Driveways to complete skate path on playing field.

7.HIGHWAYS/TRAFFIC CALMING/FOOTPATH MATTERS - REF 12/23/07

Dropped Kerb request opposite Community shop to be pursued through Cllr. Stone for possible funding.

Grit bin to service highway area of blacksmiths gardens has been looked at by Norfolk County Council and an area suggested.

Action – Clerk to order grit bin and arrange NCC to fill in next refill schedule end of January 2024.

Clerk to contact Cllr. Stone for funding of dropped kerb.

8. PLANNING - REF 12/23/08

Traffic Plan for Crab Apple Lane, Haddiscoe postponed until January meeting due to Cllr.

Blaney not present at meeting.

... Blacksmiths Gardens has had recent planning permission passed for this property. However, a concern was raised regarding the size of the base that has been laid in relation to the planned work.

Cllr. Erskine fed back information on the Planning training course he attended.

Action – Clerk to pass on paperwork for Crab Lane to Cllr. Blaney.

Cllr. Blaney to visit ... Blacksmiths Gardens and report in January 2024 meeting

9. CHEQUES/FINANCE Ref 12/23/09

£310.22 - Clerks net December wages (inc back pay 1.4.2023)

£22.00 - Clerks December 2023 working from home allowance

£77.40 - HMRC – Clerks December 2023 tax

£245.52 - Sutcliffe Play (saddle see saw seats)

The following were paid by direct debit or debit card

£9.99 - HP Ink

£24.99 - Amazon (lock for Playing field gate)

£15.98 - Amazon (Goal netting clips)

Payments proposed Cllr. Erskine, seconded Cllr. Willis

Cllrs. Jackson and Miller signed the cheque authority form for payment

Bank Balance as at 28th November 2023 - £11,948.52.

Accounts to be agreed in January 2024 meeting.

Cllrs. unanimously agreed Clerks annual increase in line with NALC band 12 pay and for this to be backdated to 1st April 2023.

Proposed Cllr. Miller, seconded Cllr. Whiting.

It was unanimously agreed to increase the Precept to £12,015.00. Modelling was carried out against a range of inflation factors built into the budget and it was agreed that a deficit must be avoided. This is an average increase of 85p per month (based on a Band D property). Paperwork completed and signed by Chairman.

Proposed Cllr. Jackson, seconded by Cllr. Erskine.

Clerk has obtained a grant for half a defibrillator leaving the sum of £750 to be funded.

Parish Council is looking to fund this using £250 held from 2022 Raveningham Country Fair donation. It is proposed to install this towards the Blacksmiths Garden end of the village as soon as the balance of £500 can be raised. Carried forward to February 2024 agenda.

Cllr. Jackson took duplicate Clerk`s cabinet key for safe keeping.

Action – Clerk to return Precept forms

Increase Clerks wages to be calculated and agreed by Chair before payment is processed

10. COMMUNICATIONS – REF 12/23/10

Clerk proposed that the meeting Agenda`s and Minutes from January 2024 be posted onto the official Thurlton Parish Council Facebook page. The member numbers are increasing, and this would be a good way to reach more people. Also, all official Parish Council notices would from January 2024 be posted only on this social site including Road closures, government notifications etc. The Thurlton, Norton and Haddiscoe Facebook sites would no longer be used. Clerk will put out a notification inviting these site users to join the Thurlton Parish Council site. All Agenda`s, Minutes and government notices will continue to be placed on our website and village notice board.

Action – Clerk to put notice on Facebook pages

DATE OF NEXT MEETING – Monday 8th January 2024

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

Gill Crossland

PARISH CLERK

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