

FRANSHAM PARISH COUNCIL

Minutes of a meeting of Fransham Parish Council held on Tuesday 21st March 2023, at 7.00pm in the Village Hall.

Present: Cllr Russell James (Chairman)
Cllr James Sheringham
Cllr Andrew Lake
Cllr Emma Spratt
Cllr Katharine Robinson
Cllr Gerry Taylor

County & District Cllr Mark Kiddle-Morris
Ms Gabbie Joyce, Norfolk Association of Local Councils
Sheryl Irving (Clerk)

1. Welcome and apologies for absence.

In the absence of Cllr Watts, Cllr James took the chair and welcomed everyone to the meeting. Apologies received from Cllr Watts were approved.

2. To receive any declarations of interest.

There were none declared.

3. To approve the minutes of the meeting held on Tuesday 24th January 2023.

Cllr Lake proposed that the minutes be accepted as a true record of the meeting, this was seconded by Cllr Robinson and unanimously agreed by Council. The Chairman duly signed the minutes.

4. Presentation of the Local Council Quality Award.

Ms Gabbie Joyce, representing the National Association of Local Councils, presented the Local Council Quality Award Scheme – Quality Level, to Council saying that the Quality Award demonstrates that Fransham Parish council has achieved good practice in governance, community engagement and council improvement and are now one of a small, but growing number of parish councils to have done so.

Accepting the Award on behalf of Council, the Chairman said “this is part of Government’s localism agenda, confirming their view that parish council’s have an important role to play in the local community, which is good to know. When I did this before, it also gave us greater standing with the principal authorities which worked well in getting things done. As we know, Mark Kiddle-Morris is an excellent district and county councillor who readily takes our issues on board and I hope that this will in turn help him to get action, which I know is not always easy to achieve. Finally, the fact that we achieved this award is down to the incredibly hard work put in by our Clerk, Sheryl, so please join me in thanking her for working studiously through all the paperwork to get us to where we wanted to be, Thank you Sheryl.”

5. To receive County/District Councillor reports.

The County & District Cllr had circulated written reports prior to the meeting and, in addition, reported to Council that the Norfolk devolution deal consultation period had closed earlier in the week, with a final decision due in December.

The county element of the council tax will increase by 2.99%, with an additional increase of 2% for adult social care, the maximum amounts permitted which then allow access to additional funding from government.

In respect of District matters, he reported that there are many applications now held up by the nutrient neutrality issue and this could impact on the five-year land supply, however, a dispensation has been sought from Government. The review of the Local Plan has commenced and Councils, together with members of the public, are encouraged to respond.

In response to a query regarding the huge amounts of raw sewage being pumped into the local river systems and the sea by Anglia Water, C/Cllr Kiddle-Morris reported that Anglia Water will be at a County Scrutiny meeting this week and will be questioned on these issues.

6. Open Forum for Public Participation.

There were no members of the public present.

7. Highway Matters.

a) To receive updates in respect of issues previously reported.

Council noted the following updates.

- Dropped manhole covers on A47 – reported to National Highways but no action to date and will be chased up again.
- FP4 – junction with Dereham Lane – broken stile – reported to Highways who have written to the landowner.
- Street Lights – A47 – reported to National Highways and now replaced with LEDs.
- Overgrown grass to front of bungalows on Station Road – Norfolk County Council should cut this grass four times a year but have not done so in recent years. The C/Cllr will request that the grass will be cleared away for the first cut of the season as it had not been cut in 2022.
- Crown Lane, near to farm entrance - road surface breaking up – reported to Highways and will be repaired.
- Dereham Lane – pothole just before bridge – reported to Highways and now repaired.
- Misleading signage on Love Lane – the C/Cllr is awaiting a response from Highways.

b) To receive an update regarding repair works to the trod.

The C/Cllr was disappointed that no repair works had been carried out as he had been assured by Highways that they would be. Council said that the surface has deteriorated badly and with the deep puddles at either end, it was completely inaccessible when wet. The C/Cllr will continue to chase this up.

c) To receive an update on requests to National Highways for a pedestrian crossing and an extension of the pavement from Spicer's Corner.

Council noted that the feasibility studies will be carried out during the 2023/24 financial year.

8. Planning Issues.

a) New Applications.

There were no new applications for consideration.

b) Decisions Due.

Council noted the following applications have been approved.

- 3PL/2022/1009/F – Mill Farm, Beeston Lane - formation of new stock yard to Mill Farm, for the keeping of livestock – AMENDMENT: Building re-sited and reduced in scale.
- 3PL/2022/1110/F – Land off Station Road, Gt Fransham - erection of agricultural building for storage of agricultural services, machinery and storage (Retrospective) & Proposed hardstanding for cleaning and manoeuvring of agricultural vehicles.

Council noted that no decisions have been made on the following applications.

- 3PL/2022/0833/F – Beeston & Fransham – New Farm, Fransham Road - construction of rural workers dwelling and double cart port.
- 3PL/2022/0957/F – land at Grovewood House, Station Road - conversion of existing barn to holiday let - AMENDMENT: Red line amended to incorporate new access point.

c) To consider any response in respect of the Breckland Local Plan consultation.

Council agreed to consider the issues and options consultation questions and agree a response at the May meeting.

9. To receive an update in respect of the Vattenfall Community Fund and the Offshore Transmission Network.

There was no update in respect of the Community Fund or Offshore Transmission Network, however, the Chairman updated Council on a further proposed installation at Necton. The proposed installation is for fly-wheel energy storage, with the infrastructure required likely to be substantial due to the weight of the equipment and concerns raised regarding the considerable noise likely to be emitted from the equipment. Cllr Sheringham had attended a recent public meeting regarding this topic but said that the information presented was inadequate and he could add nothing further. The matter will continue to be monitored.

10. To consider any issues arising from the regular inspections of council assets including the dedication plate on the Village Sign.

Council noted that no issues had arisen from the most recent inspection. In respect of the dedication plate, it was agreed that black lettering would be most appropriate.

11. To consider any commemoration/celebration for the Coronation.

Cllr Sheringham said that no events were planned by the Village Hall. Council agreed to put a notice on the website requesting volunteers to come forward to organise an event, with the support of the parish council.

12. To receive an update regarding a Village Facebook page.

Cllr Robinson said she had set up a village Facebook page – Great & Little Fransham Community Noticeboard, and it already had 35 members. It was being used to spread community information, publicise local events, items for sale etc. Council agreed it could be another useful medium to help spread Council information and agreed that the request at item 11 above should be published.

Council thanked Cllr Robinson for starting an excellent new community initiative.

13. Finance & Governance Matters.

a) To receive a financial report for the year ending 31st March 2023.

The financial report (attached) was noted.

b) To consider a draft 2023/24 action plan and the draft 2022/23 annual report.

In respect of the Action Plan, no additional actions were suggested and the document will be considered for approval at the May meeting.

In respect of the Annual Report, which will be completed at year end, Council agreed that printing costs should be obtained so a copy can be hand-delivered to every household in the village.

c) To consider the grass cutting contract for 2023 and beyond.

Council noted that three quotes had been requested, with two obtained and one contractor declining to submit a quote.

Cllr Spratt proposed the approval of TGT Services at the price set out in the quote, this was seconded by Cllr Lake and unanimously agreed by Council.

The contractor will be asked to liaise with Church representatives regarding the cutting schedule.

d) To consider any charitable requests.

Four charitable requests had been either suggested or received, Norfolk Citizens Advice, Norfolk Age UK, Brave Futures (a local children's charity) and NIDAS (a local domestic violence charity). Cllr Taylor proposed that the unspent grass cutting budget from 2022 should be divided and four equal donations made, this was seconded by Cllr Robinson and unanimously agreed by Council. An amount of £141.93 will be donated to each charity.

e) To consider the purchase of 'Fransham: People and land in a central Norfolk parish from the Palaeolithic to the eve of Parliamentary Enclosure (East Anglian Archaeology Monograph)'.

Council could see no benefit in purchasing the book but agreed it would probably be interesting reading and is probably available from the local library.

f) To consider approval of the following payments.

Cllr Robinson proposed that the payments as listed be approved, this was seconded by Cllr Lake and unanimously agreed by Council.

• Clerk Salary & All (Feb)	£155.92 (SO)
• Clerk Salary & All (Mar)	£155.52 (SO)
• HMRC Refund to Clerk	£117.40 (Feb)
• HMRC	£0.40
• Clerk Expenses	£5.44
• Norfolk CAB	£141.93
• Norfolk Age UK	£141.93
• Brave Futures	£141.93
• NIDAS	£141.93

14. Correspondence for circulation.

Norfolk, A County Deal – Devolution – council noted that a response had been submitted on behalf of Council and the consultation had now closed.

15. To receive any new items for the next meeting.

There were no new items received for the next agenda.

16. To confirm the Annual Meeting of Fransham Parish Council will be held on Tuesday 16th May 2023, following the Annual Parish Meeting which commences at 6.30pm.

Council noted the date of the next meeting and the Chairman then closed the meeting at 8.07pm.

Signed:

Date:

FRANSHAM PARISH COUNCIL - YEAR ENDING 31ST MARCH 2023

FINANCIAL REPORT - MARCH 2023

BUDGET UPDATE	Budget 2022/23	To Date	% Spend		
				Bank Balance at 01.04.2022	7,914.03
				Plus Receipts at 28.02.2023	4,709.40
				Less Expenditure at 28.02.2023	<u>3,633.26</u>
PAYMENTS*					<u>8,990.17</u>
Admin	1,243	1,006.70	81%		
Salary	1,441	1,781.67	124%	Balance at 28.02.2023	
Maintenance	100	-		Community Current Account	3,957.51
Grass Cutting	1,140	572.26	50%	Business Savings Account	<u>5,032.66</u>
Donations	50	387.47			8,990.17
TOTAL	3,974	3,748.10		Less any outstanding payments	<u>-</u>
					<u>8,990.17</u>
RECEIPTS			Received	including:	
Admin	-	125.00		Highway Reserves	2,656.61
Precept	4,250	4,250.00	100%	GENERAL RESERVE	6,333.56
Bank Interest	-	4.72			
Recycling	20	30.58	153%		
HMRC	-	18.00			
TOTAL	4,270	4,428.30			
SURPLUS/DEFICIT	296.00	680.20			

*includes payments awaiting authorisation at this meeting as listed on the agenda.