

FRANSHAM PARISH COUNCIL

Minutes of a meeting of Fransham Parish Council held on Tuesday 16th January 2024, at 7.00pm in the Village Hall.

Present: Cllr Richard Watts (Chair)
Cllr Russell James (Vice Chairman)
Cllr James Sheringham
Cllr Andrew Lake
Cllr Emma Spratt
Cllr Gerry Taylor

Sheryl Irving (Clerk)

1. Welcome and apologies for absence.

The Chairman welcomed everyone to the meeting. Apologies received from Cllr Robinson were approved, with apologies also being received from County & District Cllr Mark Kiddle-Morris.

2. To receive any declarations of interest.

Cllr Taylor declared an interest in item 7 – 3PL/2023/1140/HOU and will not take part in the decision.

3. To approve the minutes of the meeting held on Tuesday 21st November 2023.

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

4. To receive County/District Councillor reports.

A written County report had been received and no issues were highlighted by Council.

5. Open Forum for Public Participation.

There were no members of the public present.

6. Highway Matters.

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

Council noted the following updates:

- Four dropped manhole covers on A47 – reported to National Highways again.
- Misleading signage on Love Lane – C/Cllr to investigate and this has been chased up.
- A47 Streetlight – fitted incorrectly or insecure – reported to National Highways.
- New Gate on Footpath 6 (Station Road) – to ensure permission has been obtained from Norfolk County Council – C/Cllr requested to chase this up.
- Dirty Pavements on A47 – reported to National Highways.
- Hedge at Bus Stop – this has been cut back.

- Stile on FP4 – broken step reported to Highways – C/Cllr has been asked to chase this up.
- Flooding at junction of Station Road with Beeston Lane – reported to Highways and no action to be taken but will be monitored.

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

Council noted that the County Cllr is chasing this up as the works were supposedly programmed some time ago.

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 projects are now being considered by National Highways.

d) To consider the installation of a litter bin in the A47 layby.

Council noted that no response had been received from Breckland to the request for a new bin and the D/Cllr has been asked to chase this up.

e) To consider locations for highway SLOW's.

Council members were advised to forward their suggestions to the Clerk.

7. Planning Issues.

a) New Applications.

- 3PL/2023/1140/HOU – Crowe Hall, Dereham Lane - construction of a gable roofed Pool house which includes a gym and sauna incidental to the host dwelling house – No issues were raised by Council and a 'no comment' response will be submitted.

b) Decisions Due.

Council noted the following application has been refused.

- 3PL/2023/0727/F – Canary & Linnet, Main Road - proposed change of use and conversion from a public house (Sui Generis) to a self-contained residential dwelling (C3).

Council noted that no decision has been made on the following applications.

- 3PL/2023/1007/VAR – 2 Wood Farm Cottages, Goggles Lane - variation of Conditions 5, 7, 8 and 9 on 3PL/2021/0457/F - conditions that were pre-commencement/occupation that were not discharged.
- 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.
- 3PL/2023/0819/F – Home Farm, Beeston Road – change of use of farm buildings to storage use (Use Class B8).

c) To receive an update re the Breckland Local Plan and consider any action.

In respect of the current consultation, Council raised no issues.

8. To receive an update in respect of the Vattenfall Community Fund, the Offshore Transmission Network and any other matters relating to the infrastructure at Necton.

Council noted all three wind farms in the Norfolk Offshore Wind Zone are proceeding, with the project now being taken forward by RWE, a German company. There was no update in respect of the Community Fund.

9. To receive an update regarding the Village Sign and to consider any other issues arising from the regular inspections of council assets.

Council noted that no works have taken place due to the closure of the layby and the inclement weather.

10. To consider any maintenance for the War Memorial.

The War Memorial at the Little Fransham Church requires cleaning and the Clerk will investigate options available.

11. To consider the grass cutting contract tenders for 2024.

Council considered three contractors, with Cllr James proposing the contract be awarded to the third contractor, for an initial period of one year with the option of extending it to three years, this was seconded by Cllr Watts and unanimously agreed by Council.

12. To consider approval of a policy to conserve and enhance biodiversity in Fransham, in accordance with the Environment Act 2021.

Cllr Taylor proposed approval of the policy, this was seconded by Cllr Watts and unanimously agreed by Council.

13. Finance & Governance Matters.

a) To receive a financial report for the year ending 31st March 2024.

The financial report (attached) was noted.

b) To consider approval of the following payments and note any receipts.

Cllr Taylor proposed approval of the following payments, this was seconded by Cllr James and unanimously agreed by Council. The receipt was noted.

P19 Clerk Salary & All (Dec) (including pay award back dated to 01.04.2023)	£214.42 (SO)
P19 HMRC – PAYE	£51.00
P18 Breckland 2 x Fly tipping signs	£83.00
P22 Clerk Salary & All (Jan)	£148.62 (SO)
P22 HMRC – PAYE	£34.80
P20 Website Renewal (refund to Clerk)	£106.06
P21 Bus Shelter Cleaning Contractor	£150.00
RECEIPT – Bank Interest	£24.61

14. Correspondence for circulation.

CPRE Standard Light Pollution Clause – Council agreed the suggestion could be included in every relevant planning application and agreed to consider a Dark Skies Policy at the next meeting.

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

There were no new items received for the next agenda.

16. Pursuant to s 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be transacted, the public and the press leave the meeting during consideration of a complaint against a Council member.

The Chairman updated Council regarding the recent complaint received from a member of the public and informed them that the complainant had been sent a copy of the Council's Complaint's Policy which advised that any complaint about a councillor must be directed to Breckland Council. Breckland Council has not reported any complaint to date.

17. To confirm the next meeting of Fransham Parish Council will be held on Tuesday 19th March 2024 at 7.00pm in the Village Hall.

The date of the next meeting was noted and the Chairman then closed the meeting at 7.39pm.

Signed:

Date:

FRANSHAM PARISH COUNCIL - YEAR ENDING 31ST MARCH 2024					
FINANCIAL REPORT - JANUARY 2024					
BUDGET UPDATE	Budget	To	%		
	2023/24	Date	Spend		
				Bank Balance at 01.04.2022	8149.94
				Plus Receipts at 29.12.2023	6055.96
				Less Expenditure at 29.12.2023	<u>4204.93</u>
PAYMENTS*					10000.97
Admin	2,517	774.97	31%		
Salary	2,019	1,215.56	60%	Balance at 29.12.2023	
Maintenance	100	308.06		Community Current Account	2960.75
Grass Cutting	2,118	1,750.00	83%	Business Savings Account	<u>7091.22</u>
Donations	50	-			10051.97
TOTAL	6,804	4,048.59		Plus any outstanding receipts	
				Less any outstanding payments	51.00
RECEIPTS			Received		10000.97
Admin	-	-		including:	
Precept	5,750	5,750.00	100%	Highway Reserves	2656.61
Bank Interest	-	52.31		GENERAL RESERVE	7344.36
Recycling	20	31.76	159%		
HMRC	-	117.40			
TOTAL	5,770	5,951.47			
SURPLUS/DEFICIT	- 1,034.00	1,902.88			

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