

Minutes (draft unless signed) of **Foulsham Parish Council** Annual Meeting
held on **Wednesday 10th May 2023** at **19:30**
in the **New Frost Hall**

Cllrs Present: G. Fearn (chair) L. Riddett J. Duck C. Ferris
C. Taylor M. Payne S. Stilgoe

In attendance: Parish Clerk District Cllr D. Thomas

Apologies: Cllr. G. Peck

Acceptance of Office forms were received from all councillors prior to commencement of the meeting.

01/23 Election of Chair and Vice-Chair

Cllr Fearn stood down as Chair and Cllr Riddett stood down as Vice-Chair.

Cllr Fearn was proposed as Chair by Cllr Riddett and seconded by Cllr Stilgoe.

Cllr Riddett was proposed as Vice-Chair by Cllr Ferris and seconded by Cllr Duck.

02/23 Declaration of Interests: None.

03/23 Minutes of previous meeting, held on 29th March 2023: Approval of the minutes of the previous meeting was proposed by Cllr Riddett and seconded by Cllr Ferris.

04/23 Matters Arising

Cllr Duck reported that only 44 forms had been submitted in support of the Campaign Against the New Town (CANT) and the councillors were encouraged to obtain more responses by 17th May. It was also noted that a letter had been written to John Hoskins of Bintree PC in support of the campaign.

It was confirmed that the grounds maintenance contract had been awarded to Leeroy's Services.

05/23 Accounts

INCOME (MAIN ACCOUNT)

-	Broadland District Council – Precept #1 of 2	£ 5,750.00
-	Broadland District Council – CIL payment (20210951)	£ 248.60
	TOTAL INCOME	£ 5,998.60

EXPENDITURE (MAIN ACCOUNT)

-	Clerk's salary (30.03.2023 to 10.05.2023) (6 weeks)	£ 360.00
	Internet & phone expenses (Apr)	£ 10.00
	Delivery of nomination forms to Norwich	£ 20.70
		£ 390.70
-	Annual audit of accounts	£ 85.00
-	Electricity for street lights (Mar 23)	£ 167.97
-	Glass recycling collection	£ 38.40

-	Norfolk ALC – annual subscription (inc NALC)	£ 241.39
-	Flowerbed maintenance (Apr 23)	£ 50.00
-	Annual insurance premium	£ 1,436.00
	TOTAL EXPENDITURE (Main Account)	£ 2,409.46
	EXPENDITURE (No 2 Account)	
-	Donation towards coronation street party gifts	£ 100.00
	TOTAL EXPENDITURE (No 2 Account)	£ 100.00

Approval of the accounts was proposed by Cllr Payne and seconded by Cllr Riddett.

06/23 Annual Accounts

The Clerk reported that the accounts had been audited and that there were no issues to report. The Certificate of Exemption was approved. The Annual Internal Audit Report was noted. The Annual Governance Statement and the Accounting Statements were approved. The period for the exercise of public rights was agreed as 5th June to 14th July.

Action: Clerk to submit exemption certificate, publish AGAR forms and public rights notice on village noticeboards and PC website at the appropriate times.

07/23 Comments from the Public

The Clerk reported that he had received comment about the condition of the land on the corner of Guist Road and Wallers Lane, where it had been damaged by large vehicles.

08/23 Any other business

An update on the issues at the Oaks traveller's site was requested.

Action: Clerk to follow up with Cllr Peck.

It was noted that the recent surface dressing of the High Street had not been well received. A number of drains have been blocked by loose chippings and the manhole covers are now even more recessed, causing vehicles to make more noise as they pass over them. The councillors questioned why the surface had not been scraped and properly resurfaced as had previously been expected.

Action: Clerk to contact Highways.

Cllr Fearn asked if there had been any response to the request to cut back foliage on Reephams Road in Themelthorpe. The Clerk confirmed that a request had been submitted to Highways several weeks ago.

Action: Clerk to follow up with Highways.

Cllr Riddett asked if a request could be made to cut back the Cow Parsley at the end of Foxley Road as it was obstructing view of the A1067.

Action: Clerk to submit request to Highways.

The Clerk reported that 24 of the shrubs on the marketplace had not survived the winter. It was suggested that prices be obtained for two or three replacement options.

Action: Clerk to liaise with contractor.

The Clerk reported that Highways were happy for the bus shelter to be removed and that either the PC or Highways could backfill the holes with concrete.

It was confirmed that the parcel of woodland on the corner of Peddlars Turnpike and Reephams Road is owned by the Parish Council but leased to the Countryside Restoration Trust on a 99 year lease. It is believed that the lease was drafted in 2010 and that no revenue is derived from it. It was noted that the PC sign was in need of replacement.

Action: Clerk to investigate cost of replacement sign.

The Councillors were reminded that the declaration of interest forms must be submitted electronically to the Clerk within 28 days of the election.

Meeting closed at 19:55

The next Parish Council Meeting is scheduled for Wednesday 21st June 2023 at 19:30