

Minutes of **Foulsham Annual Parish Council** Meeting
held on **Wednesday 26th May 2021** at **19:30**
in the **New Frost Hall**

Present: G. Fearn (Chair) L. Riddett S. Stilgoe C. Ferris
J. Duck C. Taylor

In attendance: Clerk & 2 members of the public

Apologies: G. Peck K. Hambrook

001. Election of Chair and Vice Chair: G Fearn stood down as Chair and L Riddett stood down as Vice Chair. G Fearn was proposed as Chair by L Riddett and seconded by J Duck. L Riddett was proposed as Vice Chair by G Fearn and seconded by S Stilgoe. Approved.

002. Declaration of Interests: None.

003. Minutes of previous meeting, held on 14th April 2021: Acceptance of the previous minutes was proposed by L Riddett and seconded by C Ferris. Approved.

004. Matters Arising: J Duck advised that the date of the proposed street party had been moved to 24th July and that there was a meeting scheduled for 3rd June.

005. Accounts

005.1 INCOME

-	Broadland District Council (Parish Precept 1 of 2)	£ 5,000.00
	TOTAL INCOME	£ 5,000.00

005.2 EXPENDITURE (MAIN ACCOUNT)

-	E.On (Street Lighting – Apr 21) – Inv H19C90A09D	£ 153.85
-	R Wells Memorials – painting of war memorial – Inv 3920	£ 540.00
-	Mr G Fearn – snowdrops bulbs for marketplace & Twyford Ln	£ 65.00
-	Farr & Associates Limited – annual audit – Inv 21-1797	£ 85.00
-	M Payne – maintenance of marketplace flowerbeds (Apr/May)	£ 80.00
-	M Smith Clerk's salary (15.04.2021 to 26.05.2021) (6 wks)	£ 240.00
	Internet & phone expenses (Apr/May)	£ 20.00
	Postage stamps (12 x 2 nd)	£ 7.92
		£ 267.92
	TOTAL EXPENDITURE	£ 1,191.77

Approval of the accounts was proposed by L Riddett and seconded by C Ferris.

It was noted that the gravelled area surrounding the war memorial was no longer being maintained and it was suggested that this be added to the flowerbed maintenance contract for an additional £10 per month, during the contract period (Apr – Oct).

Action: Clerk to liaise with M Payne

006. Annual audit of accounts

The clerk reported that the Parish Council annual accounts for 2020/21 had been audited and approved. The AGAR forms including the annual internal audit report had been prepared and circulated prior to the meeting and these were duly noted. The Parish Council approved the Annual Governance Statement, the Accounting Statements and the Certificate of Exemption. The documents were duly signed by the Chair.

The clerk advised that the default period for the exercise of public rights was 14 June to 23 July and the Parish Council agreed to these dates.

Action: Clerk to submit signed Certificate of Exemption to PKF Littlejohn (external auditor).

Action: Clerk to publish notice of exercise of public rights, covering the agreed dates, on noticeboards and PC website.

007. URM (glass recycling contract)

The clerk advised that URM no longer consider it viable to accept payment by cheque and have requested a direct debit mandate. It was agreed to pay URM by DD and the mandate was duly signed.

Action: Clerk to return completed mandate to URM.

008. Longham FC – pitch improvement requests

The clerk reported that Longham FC were keen to develop the football facilities at the Foulsham Recreation Ground. They have requested:

- Approval to replace the goalposts
- A contribution towards the cost of the goalposts. They have been quoted £1,900 and have secured a grant of £1,440.
- A contribution towards the cost of portable dugouts. They have been quoted £610.
- Approval for Longham FC to engage the services of a grounds care company to undertake pitch improvements to the value of £1,005 (to be funded by Longham FC)

There was discussion about who would own the goalposts if the grant was awarded to Longham FC. It was agreed to contribute a total of £400 towards the above costs and for this to be apportioned appropriately, once the position on ownership was established.

Action: Clerk to liaise with Longham FC.

009. Planning Application 20210651 – Mayfields Farm

Following discussion it was agreed that the proposal to site 33 caravans and/or motorhomes on the site was excessive and would attract undue traffic to unsuitable country lanes. It was also questioned whether the tenant was in a position to make such an application as the land is owned by the Countryside Restoration Trust.

Action: Clerk to submit Parish Council response before 1st June.

010. Scam Calls

G Fearn reported that he had received a number of recent scam calls. Other councillors echoed this and it was proposed that a note be printed in the next Parish Magazine to warn residents.

Action: Clerk to include in next Parish Magazine report.

011. Any other business

It was noted that the burger van had not been in use for some weeks, but it was understood that activity had resumed recently.

Action: Clerk to contact BDC planning for an update.

Concern was raised that the grass verge along the lower end of Claypit Road, round onto Gunn Street had been destroyed by strong weed killer. It was understood that this was the result of chemical treatments being applied to the adjacent field.

Action: Clerk to contact land owner.

It was noted that the large conifer hedge alongside the pavement of Station Road was still overgrowing the pavement. The clerk advised that he had previously written to the owners and had sought advice from Highways on what courses of action were available. Highways had not been helpful.

Action: Clerk to follow up with Highways.

It was noted that the skate park equipment was still in a poor state of repair. The clerk reported that he had previously obtained a quote for re-surfacing one of the ramps. At a cost of around £7,000, it was considered uneconomical and may be cheaper to replace the equipment, if it is still required.

Action: Clerk to canvas public opinion via Parish Magazine.

It was noted that the "SLOW" sign painted on Reepham Road (nr Wood Yard) was almost worn away.

Action: Clerk to report to Highways.

It was noted that there had been three recent thefts of old post boxes locally, including Themelthorpe and Salle.

It was noted that the area surrounding the recycling banks on Station Road was muddy and would benefit from some slabs, subject to approval from the land owner.

Action: Clerk to contact T Myhill.

It was noted that there was a meeting scheduled for 3rd June to discuss planning application 20210134. Concerns remain over access to the site and the style of the proposed building not being in keeping with the conservation area. None of the councillors were available to speak at the meeting on the 3rd June, but it was felt that the voices of the residents should be represented.

Action: Clerk to contact Councillor Peck.

012. Comments from the public

None.

Meeting closed at 20:10

The next Parish Council Meeting is scheduled for Wednesday 7th July 2021 at 19:30