

Minutes of **Foulsham Parish Council** Meeting
held on **Wednesday 22nd August 2018** at **19:30**
in the **New Frost Hall**

Present: G. Fearn (Chair) R. Hendry S. Stilgoe
P. Slapp K. Hambrook L. Riddett

In attendance: Clerk

Apologies: N. Walker

Declaration of interests: None

023. Minutes of previous meeting, held on 11th July 2018: K Hambrook proposed that the minutes be approved, seconded by L Riddett. Motion carried.

024. Matters arising: None

025. Accounts:

25.1 INCOME

-	None	£ 0.00
TOTAL INCOME		£ 0.00

25.2 EXPENDITURE

-	E-On Street Lighting Inv H1614EBBB8 (Aug 2018) – DD 12 Aug	£ 128.76	
-	E-On Football Pavilion Inv HFE1E6287 (24 Jul – 14 Aug)	£ 23.12	
-	Flowershed maintenance of flower beds – August 2018	£ 40.00	
-	URM (UK) Ltd – Bottle bank collection (Inv 1011551)	£ 27.00	
-	M Smith Clerk's salary (11.07.18 to 21.08.18)	£ 240.00	
	Internet & phone expenses (Jul & Aug)	£ 20.00	
			£ 260.00
-	Norse – Churchyard charge for Jul 2018 Invoice 05SI-0019375	£ 294.52	
-	Norse – Churchyard charge for Oct 2017 Invoice 05SI-0014692	£ 288.74	
-	Norse – Final invoice for work to date Invoice 05IN-1012904	£ 131.57	
			£ 714.83
TOTAL EXPENDITURE			£ 1,193.71

Approval of the accounts was proposed by P Slapp, seconded by L Riddett. Motion carried.

026. Change of signatories and address on NS&I account: The Clerk circulated several forms for completion and signature by the Councillors.

Action: Clerk to return completed forms to NS&I.

- 027. Street lights on Market Square:** The Clerk circulated details and costings for potential replacement lanterns which could be fitted to the existing concrete posts. It was agreed to fit a replacement lantern (Black Abbey 16 LED – option 3 on quotation) to the column at the north end of market square and for the other column to be sleeved/capped off.

Action: Clerk to progress order with Westcotec.

- 028. Grass cutting contract:** G Fearn reported that Norse have agreed to terminate the contracts for the churchyard and the playing field. Invoices have been issued for all works undertaken to date. The Clerk has asked for the Parish Magazine to publicise a request for expressions of interest in taking over the grounds maintenance contracts. A detailed specification of requirements will be required and will be based on the previous contracts.

Action: Clerk to draft specification.

- 029. Remaining Section 106 Open Space funds:** The Clerk reported that there was still £4,734.04 remaining in the Section 106 fund and that the funds must be allocated by May 2019. Shade sails and sunken trampoline had been previously suggested but it was felt that these would be likely to suffer from vandalism. The preferred option is to refurbish the existing skateboard ramps.

Action: Clerk to obtain quotations.

- 030. Invitation to bid letter – Parish Partnership 2019/20 (highway improvements):** G Fearn asked if there had been any further consideration given to this invitation. No specific schemes were put forward so it was agreed to park the matter.

- 031. Proposal for new Garden Town:** G Fearn reported that proposals were being considered for a new Garden Town between Billingford, North Elmham and Bintree, consisting of 10,000 new homes. G Fearn proposed that the Parish Council writes a letter to record its disapproval of the proposal.

Action: G Fearn to draft letter.

- 032. Parish Council website:** The Clerk reported that a new free website had been developed, primarily to meet the requirement to publish the exercise of public rights in relation to the annual accounts. It was agreed that it would be beneficial to retain and develop the new site, whilst keeping it fairly simple and manageable.

Action: Clerk to continue to develop website and publicise on noticeboards/parish mag.

- 033. Any other business:**

- K Hambrook circulated details of the 6' aluminium “Tommy” figure to commemorate those who died in WWI. It was proposed that it be displayed at the war memorial during remembrance week and in the Church for the remainder of the year. It was agreed to

purchase one using funds from the No2 account and to seek donations from residents by advertising in the Parish Magazine.

Action: Clerk to place order and advertise for donations.

P Slapp advised at subsequent meeting that items under AOB could not be voted on so an extraordinary meeting has been arranged to ratify the motion.

- L Riddett reported that a number of additional cabins appear to have been erected at the travellers site at Themelthorpe.

Action: Clerk to report to Planning Enforcement.

- L Riddett reported that additional bins were still required at the playing field.

Action: Clerk to chase quotes already requested.

- P Slapp reported a number of overgrowing hedges and foliage, including number 4 Market Hill, Cornerstones and the Keeling Hall hedges on the Foulsham/Reepham Road.

Action: Clerk to publicise on the noticeboards and in the Parish Magazine.

- G Fearn suggested the planting of new trees along Twyford Lane where trees had been previously removed, commemorating those who had died.
- K Hambrook reported that the disused bus shelter was in need of cleaning and the brambles behind in need of pruning.
- The Clerk circulated the revised bus timetable which comes into effect on 3rd September. L Riddett raised the issue of foot access to the bus stop on the A1067.

Action: Clerk to contact Greg Peck and Highways to explore resurfacing of the Bintree Road, installation of a footway and solar lighting.

- The Clerk reported that the defibrillator training had been well received with 13 attendees over two sessions.
- The Clerk reported that he had been contacted by several residents concerned about new shepherds huts and washing facilities which have been erected on land adjacent to Bexfield Close. An access route has also been created from Guist Road. The huts are already being advertised for rent by Norfolk Cottages.

Action: Clerk to liaise with Planning Enforcement.

Meeting closed at 20:40

The next meeting is on Wednesday 3rd October at 19:30 in the New Frost Hall