

ASHWELLTHORPE AND FUNDENHALL PARISH COUNCIL

Minutes of the meeting held 7pm Tuesday 19th November 2024
Thorpe Hall, Ashwellthorpe

Present: S Allen (Chairman)
R Morris
S Tyree
R Burridge
Mrs T Higlett (Clerk)
District Cllr B McClenning and County Cllr C Rowett
Five members of the public

1)Apologies.

Apologies from C Wood, J Ives and C Eastwood noted. I Spratt (District Councillor) had also sent his apologies

2) Declarations of interest for items on the Agenda and Dispensations for Councillors with a Pecuniary Interest.

None

3)Public Open Forum

a) Input from public.

Two representatives from Wood Farm development attended the meeting to see if council had come to the decision about the ownership of the parcel of land on Wood Farm. Public voiced their concerns that council had not progressed any further since the last meeting, when they advised the council that the land according to the S106 agreement was council owned. Documents produced showing the site location were handed to councillors and advised that in August 2023 Spire solicitors had registered the land with the land registry. Chairman advised the clerk does not yet have access to a council debit card and could not apply for titles from Land registry. District Councillor will contact SN Planning to look at S106 agreement. Council will investigate who acted on their behalf during the transfer of land and Thorpe Hall. Only when the ownership is confirmed can a decision be made on the maintenance.

Residents from Old Hall Close were in attendance to hear if there were any updates on the ownership of land and trees fronting Old Hall Close. Chairman advised he had spoken with the owners of Ashwellthorpe Hall and they advised that they were aware that the trees were their responsibility. They have a tree surgeon visiting this month to discuss tree maintenance around the hall and will include a report on the trees on Old Hall Close. Chairman mentioned perhaps the residents would like to take on the ownership from Ashwellthorpe Hall. Public concerned around whether properties would have adequate insurance cover and could not comment. The front two thirds of the green is owned by NCC.

b) Reports from County and District Councillors

County councillors report forwarded to members prior to meeting.

District Councillors report forwarded to members prior to meeting.

4) To approve the minutes of the meeting held on 15th October 2024

These were approved and duly signed

5) Matters arising from the Minutes

To hear an update and to consider any necessary action about the following:

- a) Parish Council office – Chairman advised a meeting was planned for the 10th December with the Chairman and Secretary of Thorpe Hall. Chairman and clerk to attend. S Tyree also asked to be included.
- b) Ownership of land on Old Hall Close – Discussed in public forum
- c) Ownership of land on the Wood Farm Development – Discussed in public forum.
- d) Purchase of additional noticeboard – Revised quotation received from KBS depot for nett cost of £451.00. This was approved. Clerk to place order.

6) Planning

- a) To receive a report on plans accepted/ refused by South Norfolk Council 2024/2085. App Type: Removal/Variation of Condition. Location: Land West of Rose Farm The Street Ashwellthorpe. Proposal: Variation of condition 2 of permission 2021/2390 (Erection of two storey dwelling and double garage) - revised house design. Decision: Approval with Condition's (Delegated). Date of decision: 29 October 2024

Council was also in receipt of the following planning application;

- a) 2024/3345 Single storey front and rear extensions and erection of front porch with internal alterations. 16 The Street, Ashwellthorpe.
Council stated they had no objection to the application.

7) Administrative issues

- a) To note clerk's, pay increase as per NJC terms and conditions back dated to 1st April 2024.
 - I. Alan Arber – Clerks pay increase backdated to April 2024 till August 24
 - II. T Higlett – Clerks pay increase backdated to 1st September 2024These were approved.

Home office allowance for the clerk to be discussed at the next meeting following meeting with representatives of Thorpe Hall.

- b) Appointment of representative to Thorpe Hall.
S Tyree stated he would be happy to take on this role. Members approved.

8) Finance

- a) To note councils current financial standing.
Community account - £14148.12
- b) To approve payments.
 - I. Community Action Norfolk – Play Equipment Training - £60.00
 - II. T Higlett – September/October/November salary - £967.71
 - III. HMRC Clerks taxation – 241.80
 - IV. HMRC underpayment of taxation for A Arber £18.54
 - V. Omache Gardens October/November £715.00
 - VI. T Higlett – Reimbursement Remembrance wreath's £44.48
 - VII. J Ives – reimbursement of purchase of plants £100.15
 - VIII. Ashwellthorpe Church £250.00
 - IX. Fundenhall Church £250.00

These were approved unanimously.

- c) To note direct debit payments.
N Power £60.87 streetlighting electricity.

- d) Update on bank signatories.
Clerk advised that due to amendments carried out on pre-populated documentation, bank had advised the changes should have been initialled by authorised signatories.

Clerk has received new documents for completion, which need to be returned by post to the mandate team.

e) Draft Budget 2025/26.

Draft budget was circulated prior to the meeting. Clerk spoke of the increase in expenditure for grass cutting. This was due to the contract which council had agreed with Omache Gardens for Thorpe Hall. There was no other significant increase in expenditure. S Tyree proposed council should look to see what highway improvements could be budgeted for the future.

9) Highways

- a) To discuss issues with speed awareness machines and downloading of information. S Tyree advised he had not carried out a download from the SAMs equipment due to technical issues relating to downloading of SAMs data and that this and questions over the real impact of the efforts involved that have arrived at data not being downloaded. With the difficulties experienced he felt council should look to other ways of combating speed and highways safety. This had been discussed with another councillor and would be happy to provide a report on how council could address this area of concern.

10) Village Matters

a) Footpaths

S Tyree advised council that some footpaths along the street have vegetation encroaching the pathway and this puts pedestrians close to the traffic. This had been noted heading towards Wymondham.

b) Relocation of dog waste bin opposite Old Hall Close.

Council had received two requests asking for the bin to be relocated to a place that was not too close to the highway as it currently puts dog owners at risk when placing waste into the bin. Chairman advised he would look to see if this could be moved slightly to alleviate the problem rather than relocating to the opposite side of the road, away from the public footpath.

c) Appointment of a councillor to carry out regular checks of defibrillator.

R Morris said she would be happy to carry this out but would need to know what is required. Clerk to advise and will also carry out the checks in R Morris's absence.

11) Thorpe Hall – playing field.

a) Playground equipment risk assessment training

Chairman to carry out the training on the 20th November

b) Planning application - parish council signage

South Norfolk planning have advised council to proceed with their application they need to complete the correct forms and provide a site location plan to a scale of 1:1250 or 1:2500 with a north point, with the proposed site area, including the access, outlined in red and any other land they own outlined in blue. Also, a block plan metric scaled, to a scale of 1:200 or 1:500 with a north point to show the layout and siting of the proposal. The drawing will also need to show the advertisement and its position on the land. They also require an indication of the materials to be used, fixings, colours, and height above ground and where it would project from a building and extent of projection.

Chairman advised he would download the block plans to enable application to be progressed.

12) New Issues

a) To discuss ownership of land on Traicie Road.

Council uncertain as to the exact location of the land in question. R Burridge advised it is north side of the Tacolneston television mast. There is a private road which leads down to it and is currently being farmed. To find out the ownership council would have to apply to the land registry.

- b) Shopper's Park and ride for village.

R Burridge advised members that a village close by was running a scheme where drivers could park on the public house car park and catch a bus into Norwich. Asked if a similar arrangement could be done in the village taking people both to Wymondham and Norwich using Thorpe Hall carpark. Chairman advised C Wood was looking into this for the council and would report at a future meeting. Any scheme using the Thorpe Hall car park would have to be approved by the Trustees of the hall.

13) Correspondence.

- a) Broadland and South Norfolk Business Awards 2025
- b) Community Action Suffolk – Insurance for parish councils
- c) Broadland & South Norfolk Design Code - 2nd public consultation
- d) Cllr Rowett – Freight Challenges
- e) South Norfolk Unauthorised Encampment Guidance
- f) Relocation of dog waste bin opposite Old Hall Close

Council had also received correspondence from Mrs Franey and family thanking the council for their kind and thoughtful gesture in the planting of fruit trees and plaques in remembrance of loved ones.

14) General Parish Issues (for information only)

Nil

15) Date and time of next meeting – 10th December 2024 at 7:30pm

Meeting closed at 22:00