

WINFARTHING PARISH COUNCIL
Minutes of the Parish Council meeting held on
Monday 2 December 2024 at 7.30 pm at
Winfarthing Village Hall, Hall Road, Winfarthing IP22 2EJ

Councillors Present: Cllr Eric Cole (Chair), Cllr Lynne Rogers, Cllr David Rix, Cllr Peter Frost, Cllr Jim Collins, Cllr Richard Steel, Cllr Jono Smith

In attendance: Karen Rix (Clerk), District Cllr James Easter (to end of item 7)

Members of the Public: 2

1. **To receive and consider apologies for absence**
None received
2. **To receive or update any declarations of pecuniary interest**
None received
3. **To approve minutes of previous meeting held on 4 November 2024**
Minutes unanimously approved.
4. **To consider any matters arising from minutes (not covered by an agenda item)**
No matters arising.
5. **To receive an update on actions from previous minutes November 2024**
 - Item 12.5 - **Clerk** to contact Adrian Ramsey MP for Waveney Valley inviting him to a meeting with Cllr's remains ongoing. Cllr's asked the Clerk to invite the MP to hold a surgery in the village hall.

Action: Clerk to contact Adrian Ramsey to invite him to hold a surgery in the village

- Item 12.6 - **Cllr's Rix and Steel** to investigate the possibility of erecting a Christmas tree of lights on the glebe land near the village sign – Cllr Rix reported a tree had been built but a power source at the proposed site was still an issue. District Cllr Easter recommended battery operated outside lights for the tree. Cllr's Rix and Steel will investigate the option, however, should this not be suitable the project will be deferred to next year.

September 2024

- Item 16 - **Cllr Frost** to contact Colin Sutton to regarding the next Speed Watch event – contact has been made with a view to plan events for the spring, but no response has been received from Colin Sutton.

6. **To receive questions or comments from members of the public.**
None received

Signed Chair

7. To receive a report from County and District Councillors

- County Cllr Rowett was not present, but her report was circulated to all Cllr's prior to the meeting and can be found with these minutes.
- District Cllr Easter provided a short verbal report.
 - There were no further updates on the sewage issue in Chapel Close as SNC were waiting for a response from a Chapel Close resident.
 - Developers of the Deal Farm Biogas site had requested an additional 6 months to take the plant down.
 - The field opposite Tivetshall Maltings had been identified for another solar farm.
 - Old John Grose site in Diss will be demolished

District Cllr Easter left the meeting after item 7.

8. To receive the Clerk's report and update on correspondence

- The Clerk advised that SNC , Norfolk Association of Local Councils (NALC), Norfolk Parish Training and Support (Norfolk PTS) had collaborated to provide parish and town councils with promotional material to help recruit new councillors. This included paper leaflets as well as digital media including videos that could be used on the parish council website.
- The Clerk advised that efforts made to obtain quotations for grass cutting had not been fruitful. The Clerk added that she now had been provided with another name and would make contact in due course. Cllr's asked the Clerk to make contact with the landowner of the land in Chapel Close to confirm transfer of ownership was underway.

Action: Clerk to approach new contact for grass cutting quotation

Action: Clerk to contact owner of land in Chapel Close asking if transfer of ownership is still on track.

- The Clerk advised that requests had been raised with NCC Highways Rangers to address:
 - the broken tarmac path outside a property in The Street,
 - the overgrown trod from Chapel Close and the Village Hall
 - unreadable road signs for The Street and Hall Road

NCC had responded advising the road signs were the responsibility of SNC. The broken path was being monitored, but the Clerk understood this had now been marked with white lines ready for repair soon. A job had also been raised to address the overgrown trod and the Clerk had received notification that this had now been addressed. Unfortunately, it had been noted that the trod was still overgrown. The Clerk would raise this again with NCC.

Action: Clerk to report defective road signs to SNC

Action: Clerk to contact NCC Highways again regarding the overgrown trod between Chapel Close and the village hall

- An updated password file was provided to the Chair for safe keeping.

Signed Chair

9. FINANCE

9.1. To approve payments (C)

Payment Type/ Cheque No	PAYEE	DESCRIPTION	AMOUNT	VAT
100281	K Rix	November Salary	178.16	
100282	HMRC	November PAYE	44.40	
100283	Royal British Legion	Donation	50.00	
DD	Information Commissioners Office (ICO)	Annual subscription	35.00	
		Total	307.56	

Payments were unanimously approved.

9.2. Receipts (B)

DATE	RECEIVED FROM	DETAILS	AMOUNT
		Total	0.00

9.3. To receive a report from the Responsible Finance Officer

DETAILS	CR	DR	BALANCE
Cash book balance brought forward: A	6110.17		
Receipts in November (listed above): B	0.00		
Payments in November (listed above): C		307.56	
Cash book balance carried forward (A+B-C) Community Account Balance			5802.61

9.4. To consider and discuss draft 2025/26 budget

The Clerk presented a draft budget for 2025/26. The Clerk highlighted to Cllr's that the new tax base figure had not been issued by South Norfolk Council. As a result, the amount contributed by a Band D property to the parish council could not be calculated. The tax base figure was expected early December.

Minor adjustments were made to the budget reducing expenditure to a draft figure of £6569.

10. To discuss an application to the Norfolk Armed Forces Covenant 2025 Commemoration Fund – 80th Anniversary VE & VJ Day.

There were mixed feelings amongst Cllr's as to whether any organised event would be supported by the parish community. Cllr Frost felt it was important to support the event as it was an opportunity to get together as a community. Cllr Rogers suggested involving the pub. It was agreed to keep the item on the agenda for further discussion and Cllr Frost agreed to lead.

Action: Clerk to apply to Norfolk Armed Forces Covenant 2025 Commemoration Fund for a grant.

Signed Chair

11. To comment on any planning applications

Application no: 2023/3001

Proposal: Erection of proposed garage and change of use of agricultural land to residential curtilage (retrospective)

Location: Finsbury Barn Long Row Tibenham Norfolk NR16 1PG

Applicant: Mrs Carol Dunk

Application Type: Full Planning Permission

Cllrs objected to yet another retrospective application and expressed a strong view that applicants should apply for what was required at the outset and not try and circumvent the process.

12. To receive and discuss updates concerning parish infrastructure

12.1. Village Hall Governance

The trustee status of the parish council was discussed but remained unclear. Cllr's asked the Clerk to contact the Charities Commission to confirm the trustee status held on their commission records. Cllr Rogers agreed to add the Clerk as a contact for the village hall.

It was agreed that a representative from the village hall committee should provide a quarterly financial report to the parish council. The next report would be required at the February meeting.

Action: Cllr Rogers to add the Clerk as a contact for the village hall with the Charities Commission.

Action: Clerk to contact Charities Commission to confirm parish council trustee status.

12.2. Community Speed Watch

Discussed under item 5

12.3. Parish Footpaths

One of the footpath bridges will be repaired by Cllr's Smith and Steel.

Cllr's discussed obstructed footpath 11 and agreed they should wait for the NCC Footpaths Officer to contact residents as the authority to resolve the issue rests with NCC.

12.4. Update from All Saints C of E VA Primary School

A report from the Headteacher had been circulated to Cllr's prior to the meeting and can be found with these minutes.

13. To receive items for the next Agenda and confirm date of next meeting

Approval of 2025-26 budget

Financial report from representative of Winfarthing Village Hall committee

Next Meeting 3 February 2025

Meeting closed 21.18

Signed Chair

Date

Action List

December 2024

- **Item 5 - Clerk** to contact Adrian Ramsey to invite him to hold a surgery in the village
- **Item 8 - Clerk** to approach new contact for grass cutting quotation
- **Item 8 - Clerk** to contact owner of land in Chapel Close asking if transfer of ownership is still on track.
- **Item 8 - Clerk** to report defective road signs to SNC
- **Item 8 - Clerk** to contact NCC Highways again regarding the overgrown trod between Chapel Close and the village hall
- **Item 10 - Clerk** to apply to Norfolk Armed Forces Covenant 2025 Commemoration Fund for a grant.
- **Item 12 - Cllr Rogers** to add the Clerk as a contact for the village hall with the Charities Commission
- **Item 12 - Clerk** to contact Charities Commission to confirm parish council trustee status.

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