**Trowse with newton Parish Council**

**Minutes of the Full Council, held on 21st November 2022 in The Manor Rooms, Trowse at 7.15pm.**

**PRESENT**

Cllr Bowers (Chair), Cllr P. Greenizan, Cllr A Greenizan, Cllr Long, Cllr Haynes, Cllr Owen, Cllr Barnes, Cllr Price and Kate Leggett (Clerk) Cllr Neal (District), Cllr Thomson (County)

**061 (001) APOLOGIES**

None for this meeting.

**062 (002) DECLARATIONS OF INTEREST AND DISPENSATIONS**

Cllrs on the Manor Rooms Management Committee and Cllrs who are allotment holders.

**063 (003) MINUTES OF THE PREVIOUS MEEETING**

Minutes of the meeting held on the 17th October 2022 were **AGREED and signed.**

**064 (004) PUBLIC FORUM**

**a)**

**District report –** attached as an addendum to these minutes.

**County report** – attached as an addendum to these minutes.

**b) Public**

Cllr Long asked a question of Cllr Thomson about the frequency of buses through the village. There are increasing concerns about cancelled busses and delays to timetables. Cllr Thomson stated that there was a problem with the amount of bus drivers there are and this has caused there to be few buses available but the bus company and NCC are working to set up a bus time app meaning that people will not have to wait around at bus stops.

It was asked if food waste collection was going to be set up in the village. Cllr Neal commented that this is something that SNDC are looking to introduce but because SNDC do not outsource their bin collections to external companies it means purchasing extra vehicles to do this type of collection.

A resident queried if a Beryl Bike stand will be put int the village. The Clerk has previously made investigations about a site and it was thought that it was not owned by the gentleman that said he owned it. Cllr Thomson is going to make investigations about its suitability.

A resident commented again on the state of the old school site saying that the boiler is still running, that the site is very overgrown and an eyesore. Cllr Thomson stated that the planning application that had been made had fallen through but he will make investigations about what is going on there.

A resident made a comment about the issue of speeding cars down Whitlingham Lane and that the speed signs are obscured by overhanging trees. The clerk informed those present that she had made Highways aware of the issue but some of the trees are on private land, therefore Highways cannot cut them. The resident also mentioned that there was generally poor access to the city on foot and by cycle. The clerk mentioned that there was a possible new cycle route being investigated running down Bracondale into the village. **Clerk to make more investigations.**

**065 (005) MATTERS ARISING FROM PREVIOUS MINUTES (UPDATE FROM THE CLERK)**

|  |  |
| --- | --- |
| Block Hill/Whitlingham wicket gate repair | Ongoing |
| Street light fittings | Waiting for UKPN to do the transfer |
| EIA response | Clerk completed and sent off. Copy available on PC website |
| Amendments to Model Standing Orders | Actioned |
| Cllr Price to send Cllr Haynes a copy of Open Spaces draft budget request | Actioned |
| Policies to be added to website | Actioned |
| Letter to new shop owner | Actioned |

**066 (006) COMMITTEE UPDATES**

Open Spaces

* Ditch on the common has been cleared
* Wildflowers have been resown on the common
* Working on the OS section of the budget
* Allotment waiting list is relatively short

Finance

* Cllr Haynes updated those present on the current issues surrounding the banking. It is a work in progress to change the signatories.

Personnel and Communications

* The Newsletter continues to be popular. Residents that live outside the delivery area of our distributor are having copies hand delivered. Rivergreen restaurant, Crown Point pub and The White Horse pub all have copies.
* The website continues to be updated.
* Also working on budget setting
* Looking to get the clerks office set up in the very near future.

**067 (007) FINANCE**

a – Bank reconciliation had been sent to Cllrs in advance. **All agreed and Bank Reconciliation signed**

b – Agree payments/receipts for October 2022. **All agreed and signed**

c – Cllr Bowers took those present through the timetable and process for budget setting. The full budget will go through the Finance committee before being agreed at the December Full Council meeting.

d – Clerk gave an update on the Nationwide account.

e – There is now only one outstanding action against the budget monitoring action plan.

**068 (008) PLANNING**

**2022/2050** - 2 Old Hall Close Trowse Norfolk NR14 8TB -
T1 Conifer - Currently approximately 10 meters tall. Reduce by 6 meters in height leaving a 4-meter-tall stem as a monolith and pole for climbing plants.

T2 Conifer - Currently approximately 10 meters tall. Reduce in height by 4 meters leaving the tree 6 meters tall. **No Objections.**

**2022/2068 -** 7 Charolais Close Trowse Norfolk NR14 8GD - T1 – Fell **No Objections.**

**2022/1971 -** Whitlingham Hall Kirby Road Trowse Norfolk NR14 8QH - Internal and external Installation of fibre optic cables to the main hall and boardman wing (Numbers 1-10, 10a, 11,12,14 and 15). **No Objections.**

**069 (009) OPEN SPACES**

**Common**

a – As previously stated the ditch on the common has been cleared. **Clerk to contract IDB to see if they can come and remove the waste from the Church car park.**

**Allotments**

b – Clerk gave Councillors an update on the allotment waiting list.

**Cemetery**

c – Cemetery gates. We are waiting from them to be delivered at a mutually convenient time.

**Highways and Open Spaces**

d – Parking scheme. Still awaiting date from NCC legal department.

e – Cllr Price talked about a proposed new cycle route from Poringland. This will increase the number of cycles coming down Kirby Road. Cleek to forward Strategic Six map to Councillors for info.

f – Newton Close cycle signage. No cycling signs are to erected and permission is needed from the boundary owners to put these signs up.

**070 (010) EVENTS**

Cllr Long took those present through the Christmas light event. Details as follows:

* 5pm house switch on
* 5.30pm Village light and grotto switch on with Father Christmas
* Manor Rooms is having craft stalls
* Cllr Long is in the process of wrapping the small gifts for children
* Rivergreen is doing drinks and food on the patio out the front

The clerk has started to make arrangements for a village celebration for the Coronation of King Charles III on 6th May 2023. This is to be placed under the remit of Open Spaces. There was a brief discussion around the tradition of supplying the local school children with a commemorative item in celebration. It was thought that a book might be a more suitable alternative to a spoon or mug.

**071 (011) POLICIES**

a – Statement for internal Controls. **Policy had been read by all and amendments made. Proposed to adopt by Cllr Long, seconded Cllr Haynes – all in favour. Statement for Internal Controls adopted.**

B – Code of Conduct. **Policy had been read by all. Proposed to adopt by Cllr Bowers, seconded by Cllr Haynes – all in favour. Cone of Conduct adopted.**

Clerk to place these policies on the website.

**072 (012) AOB**

The clerk had recently put a post about a proposed book swap in the village which seemed to be very well received. Open Spaces Committee to seek a suitable cabinet for storing the books and this will be located in the bus shelter. Cllr Barnes proposed a budget of £50 for this. All in favour.

It was hoped that PC Sneddon was going to attend this meeting to help set up the Speedwatch group. **Clerk to make contact and arrange another time.**

**073 (013) DATE AND TIME OF NEXT MEETING**

Next meeting is **Tuesday 13th December** 2022 at 7.15pm in The Manor Rooms.

**Meeting closed at 8.55pm.**

|  |  |
| --- | --- |
| **Decisions/Actions** | **Delegated to** |
| Block Hill/Whitlingham wicket gate repair | Clerk |
| Contact IDB about ditch detritus | Clerk |
| Speedwatch | Clerk |