

# THARSTON AND HAPTON PARISH COUNCIL

**Minutes of the Meeting of the Parish Council held at The Community Building, Holly Lane, Hapton  
On 17<sup>th</sup> May 2023 at 7.00pm.**

**A minute's silence was held in memory of our District Councillor Barry Duffin who sadly passed away on Easter Sunday.**

**In Attendance:** Mr N Potter (chair)  
Mr T ward  
Mrs Jenna Goodall Browne  
Mr C Hewitt  
Mr D Daniels  
Mr A Arber (clerk)

**six members of the public plus county Councillor Alison Thomas**

## **1. Appointment of Chairman**

Nick Potter commented that he is willing to stand and was voted in.

**Proposed: Graham Bleach    Seconded: All agreed Tim Ward**

## **2. Appointment of vice chairman**

Tim Ward commented that he is willing to stand and was voted in.

**Proposed: Nick Potter        Seconded: Chris Hewitt All agreed**

## **3. Acceptance of Office and Register of Interests forms.**

All councillors duly signed their acceptance of Office Forms, and these were witnessed by the clerk. The clerk commented that all register of interest's forms needed to be done as an online document and then emailed to him asap as per recent email from the Monitoring Officer

## **4. Public Participation**

*Standing Orders were suspended to allow the public to speak.*

Alison Thomas gave a detailed report in the Annual Meeting of the parish and has taken on the role of cabinet member of social care and always there to help Alan. New climate strategy is being implemented to get too new zero by 20230 and this is on the county council website. The high needs block has been in deficit and the government has made them a safety valve (local first inclusion) and it is hoping to get as many as they can into local schools rather travelling around the county to these special schools. This is a good idea to stop children with difficult needs to get local help.

A parishioner asked about the soil tests on the field and that why these were being done and these are to look at the grass seeding and soil quality.

A parishioner read an email out on this, and that the area is not under the cluster's proposal.

*Standing Orders were reinstated.*

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## 5. Apologies

No apologies received.

## 6. Minutes

The minutes of the Parish Council meeting on 19<sup>th</sup> April 2023 were agreed as a true record of the meeting and were duly signed by the Chairman.

**Proposer: Tim Ward Seconder: David Daniels**

## 7. Declarations of Interest

Nick Potter for a payment  
Graham Bleach for 2 payments  
**All agreed.**

## 8. To agree to adopt General power of competence.

**Proposed; Nick potter Seconded Chris Hewitt**

## 9. Planning

- **To discuss the Planned Open space**  
Nothing to report.
- **Planning Application**  
2023/0902. The Council makes No comment.

## 10. Finances

The following invoices were approved for payment:

a). To approve Payments to Parish Clerk for Salary April 2023	£995.65
b). To approve payment to Norfolk Pension Fund for Clerks Pension	£255.99
c). To approve payment to Viking for Parish Stationery	£40.58
d). To approve payment to Gary Bentley for Parish maintenance	£235.00
e). To approve payment to NPTS for Annual Subscription	£248.64
f). To approve payment to N Potter for solar panel work	£162.00
g). To approve payment to G Bleach for band for coronation event	£500.00
i). To approve payment to G Bleach for maintenance items	£10.99
j). To approve payment to S Blythe for Internal Audit	£65.00
k). To approve payment to PWLB for Parish Loan	£1085.17
l). To approve payment to P riches for grass cutting Chq No 300039	£125.00
m). To approve payment to J Chaney for face paints Chq No 300040	£52.51

n). To receive the up-to-date financial report

The clerk reported that we are in good health and the balance before today's meeting was £42080.77 and after today's payments the balance stands at £38304.26 with the first precept payment and VAT refund have been received.

**Proposed: Graham Bleach**

**Seconded: David Daniels**

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- o). To receive the Internal auditors report and note any actions required.  
The clerk read out the internal auditors.

The internal auditor thanked the clerk for his efficient work and noted 2 recommendations as follows.

1. All policies updated need to be named on the minutes.
2. When holding events all expenditure should go through the accounts

- p). To note clerk's salary increase

The clerk's excellent work had been recognised and he was awarded a 2-point salary increase to £15.63 per hour as per the National Salary scales from NALC.

- q). To agree bank signatories for 2023-2024

The bank signatories for 2023-2024 are as follows.

Tim Ward

Graham Bleach

Victor Blake

The clerk commented that under the transparency code he puts the payments on the system and 2 councillors approve them after the meeting.

## 11. Highways

An issue with Flooding in hall Lane Tharston had been reported.

An issue with the road surface by the old railway bridge coming into the village from Fundenhall

Tree down on Brands Lane (to be reported)

Flooding in Hapton last week and along the section by the chairman property and other homes and the road is level than the kerb so all the water goes into the properties and coming from the field at redwings. The sump hole in redwings is blocked and it is felt it is an inadequate size. Clerk to contact Redwings on this.

Highways needs contacting on the drains on the street and the council houses on Norwich Road all need cleaning out.

Fence posts in at Yucca Cottage to help with the hedge outside their property.

## Long Stratton New Development

Already discussed so no further comments

## 12. To receive an update on the following current issues and to consider any necessary action.

### Tree Warden report

Detailed in Annual Meeting of the Parish

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## Footpath issues

The footpath warden commented that the handyman could make a finger post that is required and the footpath is only a temporary measure at present but there is no requirement to the length of the order till it is taken away. The footpath warden will work with redwings on this.

### **13. To discuss the provision of a similar marquee and gazebo to assist Tharston resident to run events.**

The clerk commented that he had been approached by Tharston resident regarding if the council would approve the purchase of a similar marquee and 2 pop up gazebo for the Tharston residents to use to run events like the one at the Hapton community project. This was then discussed, and the following decision was reached to agree with this proposal, and it is stored at Tharston for their events but remains the property of the parish council.

**Proposed; Tim Ward                      Seconded Chris Hewitt**

### **14. To discuss the proposal from GLS regarding the Hapton Community project**

The clerk produced the proposal from GLS for all councillors to look at and it was agreed to go with their proposal and the clerk would contact GLS to inform them. A 2-year agreement was agreed with GLS

Proposed: Tim Ward Seconded: Graham Bleach

### **15. To discuss the proposal to move the Parish website from NALC to a Wix website.**

The clerk was dismayed to see that NALC had raised their charges by over 30% for this year after the budget had been set with no indication this was going to happen and this included a yearly charge to run our website. The clerk has been using Wix with his other councils and had approached NPTS on this to get the proposal in front of the councillors at a cost of around £225 plus a migration charge to move the content for £160. The new website would be up and running by mid-June and after some discussion it was agreed to NALC that we would be stopping our subscription and undertaking the Wix Website Proposal.

Proposed: Nick Potter Seconded: Chris Leggett

### **16. To receive a report on the Hapton Community Project**

The project has had its first hire and it was excellent and the coronation event was excellent.

The clerk had received a quote the rainwater harvesting for £1686.00 incl vat. A discussion was held, and it was agreed that we need to get three quotes before the next meeting.

### **17. To discuss Parish Projects.**

#### ● **Newsletter.**

The newsletter has been started for the summer edition and it's hoped to have it ready first week of June for printing. Can we put a bit in that they need to look at the notice boards for events.

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- **SAM Machines.**  
The clerk would contact Victor to download the Sam machine on Monday 22<sup>nd</sup> May
- **Phone Box**  
No change on this subject with a location needed asap once the phone box maintenance is done, we would look to site. It is a long-term project and needs to be sited in Tharston meadows.
- **Surveyors Land.**  
The chairman reported that a meeting has been held. But as Ken was not there many questions could not be asked but the boundary needs defining with Gerald Barnes and the woodland walk is a great idea. Ken will be contacted with a schedule of works to move the project forward.
- **Parish Councillors and Clerk training.**  
The clerk has got agreement from his other parishes to attend the National Conference in November.
- **Village Hall**  
No report
- **The Vision**  
Dealt with earlier.
- **New Park Fundraising Ideas**  
Summer Fete Planning  
Poker Night
- **Hapton Phone Box**  
The phone box continues to be well used and getting full up with books and the clerk would take some for Ashwellthorpe Book exchange next week.
- **Defib training**  
The clerk has contacted London Hearts and is awaiting a reply with training dates. Still no reply received yet. He asked that St Johns do training free of charge and should he contact them. A discussion on a first responder scheme was discussed with a parishioner willing to undertake this and we pay for any extra training needed.
- **Neighbourhood watch**  
Signs need to be ordered asap.
- **Meeting House Field**  
Nothing to report. The clerk was asked if we were turning that into a just a dog walking and agility field. could the covenants be lifted but a discussion ensued that the field should be left as it is.
- **Community Orchard**  
This is moving forward, and the chair thanked all those involved in the work so far. Soft fruits planted with a big tree going in next and topsoil is needed before the new tree goes in and the fruit trees would go in around early sept/Oct. A presentation of items to make it look better with street furniture and other items for the June meeting.

## 18. To discuss Speeding in the village and the setting up of a speed watch group.

One session since the last meeting with 11 speeders in the hour with on registered with 53 mph and 10 received their first letter and 1 received their second letter. Another session is planned, and it is continuing.

## 19. Green Initiatives

Discussed earlier.

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## **20. To discuss the response from Border-Hoppa on the bus idea**

No comments received from any parishioners on the proposed project. A discussion with David and Long Stratton Town Council on this issue

## **21. Public participation**

Flooding on BR1 is causing an issue with the flooding leading into a property. A discussion ensued on this, and it was thought best to contact the environment agency in the first instance. The bridlepath is damaged and not in a good state at present.

**To receive items for the next agenda.**

**Policies update**

**Event planning**

**Highway's school barrier**

Next Parish Council meeting Wednesday 14<sup>th</sup> June 2023 7.00pm

**There being no further business the meeting closed at 8.30 pm.**