

# THARSTON AND HAPTON PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council held at Church Rooms, Hapton  
On 12<sup>th</sup> May 2021 at 7.30pm.

In Attendance: Mr Nick Potter (Chairman) Mr Alan Arber (clerk)  
Mr Victor Blake  
Mrs Jenna Goodall Browne  
Mr Tim Ward  
Mr Graham Bleach

10 members of the public were in attendance.

## 1. Appointment of Chairman and signing of Acceptance of Office Form.

Nick Potter was happy to continue as Chairman as he felt that the Parish Council was moving forward and very pro-active and he thanked all councillors for their great work.

**Proposed. Jenna Goodall Browne. Seconded. David Gunton.**

**Nick duly signed the acceptance of office form witnessed by the clerk**

## 2. Appointment of Vice Chairman and signing of Acceptance of Office Form.

David Gunton has resigned for the council so Tim ward was proposed to undertake the role and agreed he would.

**Proposed. Graham Bleach. Second. Victor Blake**

**David duly signed the acceptance of office form witnessed by the clerk**

**The Chairman asked The clerk to minute the Parish Councils thanks to David Gunton for his excellent and sterling service over the time he was on the council.**

## 3. Public participation

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

A parishioner made comment on what a great job Gary Bentley had done on the village signs and how smart they looked.

District Councillor Barry Duffin commented that he would send a report to the clerk for the newsletter and that the village clusters were almost completed and he would report this at the next meeting.

*Standing Orders were reinstated.*

## 4. Apologies

Alison Thomas sent her apologies and everyone agreed to accept.

## 5. Minutes

The minutes were agreed as a true record of the meeting of 7<sup>th</sup> April 2021 and were duly signed by the chairman.

**Proposed Nick Potter. Seconded Victor Blake. All Agreed to accept.**

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6. **Acceptance of Office and Register of Interests** – To receive any declarations of personal or prejudicial interest from members on any item to be discussed. Also, to decide whether to grant an extension or to declare the seats vacant.

7. **To agree to Adopt The General Power of Competence**

The chairman announced that The Clerk had passed his Cilca qualification thus meaning that with two thirds of the councillors and The Clerk passing Cilca The council met the criteria to adopt The General Power of Competence. The Clerk took the council through the details and it was agreed to accept. The Chairman and the Councillors congratulated The Clerk on his qualification.

**Proposed. Nick Potter**

**Seconded. Graham Bleach**

8. **Grants** – To agree and approve the annual church maintenance grants to both Hapton Church and Tharston Church.

The Clerk took the meeting through council through the budgeted figures for both annual maintenance churchyard grants, which are as follows

Hapton Church	£350
Tharston Church	£500

**Proposed. Nick Potter.**

**Seconded. Victor Blake.**

9. **Planning Applications.**

- To discuss the Planned Open Space Land Adoption.  
**Deferred**
- Planning Application.  
No Planning applications received

10. **Finance**

- To approve payment to Parish Clerk Alan Arber for April salary and expenses £592.30
- To approve payment to Norfolk pension fund for Clerks Pension £210.58
- To approve payment to Gary Bentley for Parish maintenance £1681.00
- To approve payment to Tharston Church grant £500.00
- To approve payment to Hapton Church £350.00
- To approve payment to Kings for Grass Seed £485.00
- To approve payment to CAS for parish Insurance £304.95

**Proposed Nick Potter Seconded Tim Ward.**

The clerk took the council through the latest financial position and reported that the council was in fine financial condition.

To approve the Annual Governance and Accountability Review for 2018-2019

The clerk took the meeting through the AGAR and the documents that it held.

- Section 1 was discussed and approved by the council.  
**Proposed Nick Potter. Seconded Graham Bleach.**
- Section 2 was discussed and approved by the council.  
**Proposed Nick Potter. Seconded Victor Blake.**

The clerk was thanked for his good work on this document.

To agree the Clerks 2-point salary increase for passing Cilca

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The Chairman again commented that due to the clerk passing his Cilca qualification he was legally allowed a 2-point rise as stated in his contract. As this was already in the budget it was agreed to this from the next pay date

**Proposed.**

**Nick Potter**

**Seconded. Tim Ward**

**Unity Trust Bank Change** – The clerk commented that the council were close to setting this up but needed another signatory to which Graham Bleach would undertake this and The Clerk thanked him for this. Once The Clerk has the form's he will email them to the signatories.

## **Parish Insurance**

The clerk had commented that our current insurers had submitted their quotes for the years insurance and it was again slightly lower than the year before. The clerk also commented that our insurers had asked if we wanted to enter a 3-year agreement but in his recommendation was to stay with one year due to the changes currently being undertaken with the Hapton Community Project he felt this was the best course of action. The price of £304.95 was agreed and all accepted

**Proposed. Nick Potter.**

**Seconded Tim ward.**

## **11. Highways.**

- **Highways Issues.**

Graham Bleach asked the clerk if there was any news on the issues with the bank on Cow lane and the path on the street Hapton. The clerk replied he had heard nothing but would contact highways on this asap. Graham also reported that there was a post with a transformer type equipment at the top of cow lane that looks like it will fall at any time. Clerk would add this to the email to highways

- **To discuss the proposed long Stratton development and the adoption of the open space.**

No Report.

## **12. To receive an update on Current Issues and to consider any necessary action.**

### **Tree Warden's Report**

Ken Grayling was thanked for his assistance in getting the small trees for the Hapton Community project through the South Norfolk Tree Wardens Network.

### **Footpath Wardens Report**

No report

## **13. To receive an update on the Long Stratton Neighbourhood plan**

No report was made.

## **14. To discuss the options on adopting the open space land at Tharston Meadows.**

Tim Ward took the council through his findings from the recent meeting attended by Reece Horne (Taylor Wimpey) and Nick Potter, Graham Bleach and Victor Blake also. Tim detailed his findings and a discussion ensued on the issues raised and it was

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agreed to send an email to Reece Horne asking if the parish council could take on part of the area (play area, main grassed areas) and once this was sent a decision could be made.

## 15. To receive an update on flooding in the parish

The Clerk commented that he had put the latest information into the newsletter for all parishioners to see.

## 16. To discuss Parish Projects.

### • Newsletter.

The Newsletter is almost ready for printing just awaiting Barry Duffin report and some words on the passing of Anthony Thwaite who served on the council many years ago.

### • SAM Machines.

The SAM machine can now be downloaded and The clerk will fix a date to get this done with Victor asap.

### • Phone Box

Nothing to report but a site needs finding asap

### • Surveyors Land.

The clerk will again contact South Norfolk Council on this to ask for their assistance in serving the tenant our notice of our intention to take the possession of the land again. It was also noted the hedge had been made good and that all the dead wood had been removed and burnt by Gary Bentley. The plant 1 million trees campaign is something the council would look to get involved in if possible and the clerk to investigate this.

### • Parish Councillors and Clerk training.

New Chairman's training is required by Tim ward and an update for Nick potter and The Clerk would look into this asap.

### • Village Hall.

The Long Stratton bypass and housing planning application is due to be submitted around late July which could assist our vision project in providing a new village hall for our parish.

### • New Play Area/Hapton Community Project

Quotes are being obtained and these would be submitted to all councillors for their comments. The grass seed has now been purchased and GLS are due to start the seeding asap.

### • The Vision.

Dealt with under Village Hall.

### • New Park Fundraising Ideas

The Clerk was looking at fundraising ideas and grants for these but could not submit till rough costs are known which we hope will be by the end of May for consideration at the next council meeting

## 17. To agree meeting dates for 2021-2022

The Clerk produced a spreadsheet with the meeting dates on and all agreed these are fine.

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

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Victor Blake commented that the information had been sent to all the volunteers with declarations to be signed by the volunteers before the training can commence

## **19. Public participation.**

A parishioner commented on the issues they had suffered in dealing with Taylor Wimpey and urged the council to exercise caution if dealing with them in the future on any dealings especially on Tharston Meadows as there are many issues with the company at present on this development.

The Chairman also asked that the clerk look at Green initiatives on climate change moving forward and asked that it be added to the agenda.

Finally, It was asked if the clerk could ask Highways regarding the depth indicator at Hapton Ford.

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

**Climate Change initiatives**

**July 4<sup>th</sup> celebrations for key workers**

Next Parish Meeting Wednesday 16<sup>th</sup> June 2021

**There being no further business the meeting closed at 8.47pm.**