

# THARSTON AND HAPTON PARISH COUNCIL

**Minutes of the Meeting of the Parish Council held at The Community Building, Holly Lane, Hapton  
On 13<sup>th</sup> July 2022 at 7.00pm.**

**In Attendance:** Mr Nick Potter (Chair)  
Mr V Blake  
Mr T Ward  
Mr C Hewitt arrived 7.05pm  
Mr G Bleach  
Mr A Arber (clerk)

**Two members of the public.**

## **1. Public participation**

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

County Councillor Alison Thomas forwarded no report and Barry Duffin gave the following report

SNDC have now put their offices in Swan lane up for sale at £2 million before moving to Broadland Business Park with Broadland District council. A date is yet unknown.

Barry also commented that the pylons response had closed and he was happy to see many Parish councils had responded.

Barry also warned everyone that Covid is on the rise and to take all precautions moving forward to halt its progress.

He also commented that he had his new members ward budget and would welcome any ideas to use this for his parishes.

Long Stratton Bypass is being held up by Nutrient Neutrality as are many of the Planning applications around the area.

*Standing Orders were reinstated.*

## **2. Apologies**

No apologies received. All agreed to accept these

## **3. Minutes**

The minutes of the Parish Council meeting on 15<sup>th</sup> June 2022 were agreed as a true record of the meeting and were duly signed by the Chairman.

**Proposer: N Potter                      Seconder: C Hewitt**

## **4. Declarations of Interest**

Hapton Meadow working group members Nick Potter, Graham Bleach and Tim ward for a payment in item 6.

Proposed C Hewitt      Seconded V Blake

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## 5. Planning

**No planning application discussed**

## 6. Finances

The following invoices were approved for payment:

- I. To approve Payments to Parish Clerk Alan Arber for June salary and expenses £774.43
- II. To approve payment for Clerks pension for June £236.94
- III. To approve payment to Hapton Meadow Working Group £600.00
- VI. To approve payment to Gary Bentley for Parish maintenance £92.00
- V. To approve payment to SLCC for clerks Conference £564.80
- VI. To approve payment to Vue IT for clerks Training £40.00
- VII. To approve payment to pride press for the newsletter printing in May £378.00
- VIII. To approve any payments that come in after the Agenda is posted

No payments came in

The clerk produced a financial report to show the current balance before today's meeting matched the bank statement at £34,762.72 duly signed by the chair as correct and the balance after today's meeting will be £32,454.55

The clerk also commented that he had made a VAT reclaim at the end of June for a figure just over £2830.00

The clerk also commented that he had submitted a grant application to Saffron for the compostable toilet, works on the soak-a-way and hand towel dispenser and the hand towels and this totalled £2218.14

**Proposer: N Potter    Seconder: G Bleach**

## 7. Highways

The clerk had received notice of two road signs that have still not been installed and he will contact highways on this urgently

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

### **Tree Warden report**

No Report from Ken

### **Footpath issues**

BR1 finger post still missing Clerk To report again  
BR9Stile is damaged  
FP29 Camper van blocking entrance to footpath

### **Parish Maintenance**

The Noticeboard at Redwings needs looking at asap as it is leaning

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A few jobs still were needed on Hapton Meadow and Gary Bentley will undertake these in the coming weeks

## **Grass Cutting at Tharston Meadows**

This has been done and looks particularly good at present

## **9. To agree to adopt all parish policies sent to all councillors via email**

The clerk had updated all parish policies and especially the new standing orders from Nalc regarding the tendering amounts as detailed in our Internal audit report. All policies were now up to date and the clerk had sent all councillors a cover sheet that detailed when our statutory duty to update each policy was to be done as per legislation defined by Nalc and SLCC. These dates cannot be changed and the clerk will adhere to this schedule

Proposed N Potter Seconded Tim Ward.

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

The recent events held at the community project were amazing successes and all the volunteers were thanked for their assistances on this. Chairman Nick Potter commented that. Jobs that need doing are water Butts, Guttering, 2 cabinets for the cabin and a tall cabinet lockable for the storage of items, Lights are still being looked at and the chairman had looked at these and one lamp and it was thought that strips of LED would be suitable and would work as we needed plus lithium batteries and both Nick and Graham would look at the costs of these. It was agreed the rough budget for everything would be around £1750  
**Proposer Nick Potter                      Seconder Graham Bleach**

## **11. To discuss the Photo competition**

The details of the competition has been put in the newsletter for all parishioners to read and enter. we will need to decide at our next meeting the prizes for the winning entries. We also have asked for judges and ideally would like five independent parishioners for this task. The clerk also commented that he had contacted Pride Press for costs and these are 60p per card full colour with black and white printing inside and all cards will have an envelope and be in a plastic sleeve also

## **12. To discuss starting the parish council meeting earlier**

The start time was agreed at 7pm moving forward.

## **13. To discuss Parish Projects.**

- **Newsletter.**  
The next edition is with the printers now and a decision on the content and any errors was emailed to all councillors to notify the clerk by Thursday evening 14/7 at the latest. Invoices are being sent to all advertisers once new newsletter is received.
- **SAM Machines.**  
No download has been undertaken and will be in September as normal
- **Phone Box**  
No change on this subject
- **Surveyors Land.**

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No report

- **Parish Councillors and Clerk training.**

The clerk reported that he had undertaken both planning and excel and word training recently and all his other councils had agreed to pay a quarter of the costs for his attendance at the SLCC National Conference. The clerk also commented that he will be giving a short presentation at the conference on the Hapton community project and how this was all done. The clerk also reported that he had attended a Shaping the future seminar at SNDC and had provided all councillors with a handout for their attention as we await more details on the scheme. The handout was for information only and this would be an agenda item once more information is known

- **Village Hall**

No comments made

- **New Play Area/Hapton Community Project**

Dealt with earlier in the meeting.

- **The Vision**

No comments made.

- **New Park Fundraising Ideas**

The quiz was held and was a great success and all volunteers especially Tim ward (quizmaster) were thanked for this and it is hoped to make it a regular event. It was noted that with our outline plan for events for future events it really helps to arrange these events.

- **Hapton Phone Box**

The phone box continues to be well used and thanks to Graham bleach for keeping it tidy. Graham will clean the windows.

- **New Defibrillator Training. Community Responders**

The training will take place at the new building once the lighting is sorted. It was also agreed to bring the defib to the next meeting for all to look at how it works.

- **Neighbourhood watch**

No report

- **Meeting House Field**

This item Covered under parish maintenance. It was noted that four surviving owlets will soon leave and permission was given for the TV to film.

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

No report

## **15. Green Initiatives**

Tim had produced a plan for the area around the cabin and the path and it was agreed that once planted it may take up to 2-3 years for it all to take full shape. Tim also produced a plan for Phase 4 of the top of the field where a horseshoe shape and includes benches and a discussion ensued on the makeup of the plants and suppliers. It was also asked how the grass cutting would take place with Paul Riches doing the main cutting and Gary Bentley strimming under and around the benches.

It was asked if there could be a page in the newsletter to show the charity shops that parishioners can take items to help with recycling. The clerk would look at this moving forward.

## **16. Public participation**

BR16 was again brought up and the clerk commented he had reported this to highways for the rangers to undertake the work.

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The new hedge needs a good drink as our tree warden was worried that it will die off and it was thought Redwings may help with this. The chair will speak to Lynn Cuttress on this issue.

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

**Notice Board at Redwings**

**Newsletter**

**Neighbourhood Watch signs**

**Report on the works on the cabin.**

**Defib practice.**

Next Parish Meeting Wednesday 14<sup>th</sup> September 2022

**There being no further business the meeting closed at 8.10 pm.**