**ALBY WITH THWAITE PARISH COUNCIL**

Minutes of the Parish Meeting held on 29 June 2016 at 7.30 pm

at Alby Horseshoe Inn, Cromer Road, Erpingham

**Present:** Chairman Barry Fitzpatrick, Deputy Chairman Will Cutts,

Councillor Stephen Jordan, Councillor Stephen Wade,

William Mellor and Clerk Rosalyn Dawson

**1. To accept Apologies for Absence:** James Buchan, Lesley Hennessey

**2. To approve AGM minutes of 5 May:** Approved

 **To approve Minutes of Special Co-option Meeting on 8 June:** Approved

**3. To discuss any matters arising:** None

**4. To accept Co-option Declaration from William Mellor:** This was accepted by the Chairman

**5. To receive declarations of interest for any item on the Agenda:** None

**6. Signatories on cheques and BACS payments:** It was unanimously agreed to retain Councillor’s Steven Wade and James Buchan and to add two more signatories, the Chairman, Barry Fitzpatrick and Deputy Chairman, Will Cutts

**8. Chairman’s report on Thwaite Common Meeting:** The Chairman reported that Paul Ingham (NNDC) said the Parish could purchase a strimmer for volunteers to cut the footpath across the common and in such circumstances they may be covered for public liability insurance. However he also said if the Friends of Thwaite Common organised a clearing day as a group they themselves would be liable for the insurance cover.

**9. To adjourn the Meeting for public participation:** No member of the public was in attendance.

**10. To discuss Planning Applications:**

**PF/16/0697** **Change of Use from camping to shepherds hut, six glamping tents and pod unit (in use April to September only) (retrospective) at Deer’s Glade Caravan and Camping Park:** Councillor Wade objected to the application being retrospective and stated Parish should not oppose change of use but comment on retrospective applications. This was unanimously agreed. Clerk to report to the Planning Department accordingly. Actioned 8.7.16

**PF/14/1688** **Variations of conditions to Barns at Thwaite Hill Farm, Thwaite Road, Aldborough:** It was agreed there was no objection and no comment to make.

A comment was raised that hard copy Plans had always been brought to the Meeting for perusal: Matter noted by the Clerk for future action. Another comment made was Clerk would distribute leaflets and fliers at meetings. Clerk to contact Sheila Vince and report back. Actioned 30.6.16

**11. Updates on Planning Applications**

**PF/16/0217 Potato Store at Alby:** Councillor Norman Smith was due to update on this application going before full Planning Committee but nothing further has transpired.

**PF/12/0767 Oaklea, Thwaite Common**: The Chairman will contact John Timewell regarding Planning Enforcement.

**12. To approve the Annual Audit Return.** Approved

**13. Overgrown footpath from the A140 bus stop to Thwaite Common:** The Chairman reported NCC will clear in the next 10 days. Councillor Wade suggested contacting a Mr Wright who does take on this type of work and obtain a quote in the event of no action from NCC.

**14. Venue for next meeting**: It was agreed to hold the next meeting at Alby Horseshoe Inn.

**15. Any other business**:

It was reported that a Marquee on land opposite to Deer’s Glade is becoming a permanent structure and noise complaints have arisen from its use. Councillors agreed to monitor.

The Chairman expressed a need to encourage parishioners to attend the meetings and get involved in matters going on in the Parish. Better advertising was discussed and the methods. It was suggested that an article in the ‘Keeping in Touch’ magazine could be the first step. Clerk to research other methods. To follow up.

Funding for the parish was discussed briefly. Clerk to research potential funding. To follow up.

**16. Date of next meeting was agreed for the 21 September 2016.**

**Meeting closed at 9pm.**