**ALBY WITH THWAITE PARISH COUNCIL**

Clerk: Lottie Ferrier

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**Minutes of the Parish Council meeting on Wednesday 20Th March 2024 at 7PM at the Three Horseshoes Alby.**

Present: Chairman – Will Cutts; Vice Chairman – Angus Mackenzie

Councillors: Clare mcNamara; Sheila Goodley; Stephen Jordan; Claire Knight

Visitors: Cllr. John Toye - Portfolio holder for Planning & Enforcement and Cllr. Saul Penfold – Highways

Clerk – Lottie Ferrier

Members of the public – 2

Chair welcomes the councillors as well as Cllr. Saul Penfold from Norfolk County Council (North Walsham West and Erpingham) and Cllr. John Toye. Chair also welcomes the new Clerk.

1. Apologies for absence: None
2. Declarations of interest for items on the agenda: None
3. Minutes of the previous meeting 17 January 2024, were agreed subject to the following item:

8/2 Precept raise agreement was noted as an increase of 5.8% however the agreed figure was 5%. The figure has already been submitted, therefore will remain at 5.8%.

Cllr. C Knight proposed and Cllr. C mcNamara seconded.

Matters arising not covered in agenda from previous minutes

Cllr. S Goodley has been in touch with Gill Corbishley regarding the drainage issue on Low Common raised by a parishioner.

Parishioners are able to get in touch directly with Anglian Water. It was stated that it may take 15 years and considerable funds to get to the location.

Cllr. J Toye and Cllr. S Penfold are happy to be cc’d into communications with Anglian Water.

1. **Parish Matters:**

**4.1 Parish Website**

The website is proposed to be updated by NALC in order to help with legalities.

The new clerk is able to design websites, however consideration needs to be made for legal aspect and content for initial set up.

Website cost is £70 per year and the managed content service is £140 per year.

Cllr. A Mackenzie proposes that NALC creates the website and does the managed content service for the year of 2024/2025.

Cllr. S Jordan seconds it.

**4.2 School Speeding Scheme**

Chair has met with Mrs Bearman, the head mistress of Aldborough School.

Chair has received advice from District Councillor that there is a scheme for 20 MPH signage outside the school. Mrs Bearman has expressed a good deal of interest and would like to take it further.

Cllr. Penfold suggests meeting at the school with the Highways engineer. Issues such as parking outside the school and road markings in the wrong places were discussed.

Cllr. Penfold also discusses the allowance he receives to spend on Highways at his discretion which may be able to help with funding if Highways does not fund it themselves.

A suggestion was made for a community speed watch team to enforce the potential new speed limit.

**Action**: Cllr. Penfold to take advice from Justin Le-May (Highways) and copy in Chair.

**Action**: Chair to look into quiet lane scheme.

Cllr S. Goodley raises complaints about speeding in Town Green and states that in the past the Parish Council has tried to get a reduced speed limit but was unsuccessful.

Cllr. Penfold discusses Highways and states that they will come out to assess the location and put in any mitigation they deem necessary; however, if there is no data on accidents then that reduces the chances of being able to reduce the speed.

Highways can also liaise with the safety team.

Cllr. Toye informs the parish about Safer Neighbourhood Action Panels (SNAP) meetings, where concerns can be raised about the community. These meeting are public meetings that are chaired by a Borough Councillor and attended by the police and council officers. These meetings happen quarterly and the next one is on the 6th June 2024.

He recommends that each parish should have a representative present in order to discuss issues with the police.

**4.3 Overgrown and Muddy Footpaths**

Chair discussed issues with two footpaths and one bridleway (side of Alby crafts and joins onto Blacksmiths Loke) which are in need of maintenance.

A complaint by a parishioner has been received.

Cllr. Penfold queries whether these issues have been reported to Highways and states that potholes, flooding, damaged signs, footpaths and hedges can all be reported directly to Highways.

Here is the link to report issues to Highways: <https://www.norfolk.gov.uk/39652>

**Action**: Cllr. Mackenzie to email Cllr. Penfold with flooding information regarding Middle Hill as well as information about footpath from Middle Hill to the Mill.

**Action**: Cllr. Mackenzie to find number of Middle Hill to the Mill footpath.

**4.4 Planting of Queen Elizabeth II tree**

Chair would like to get the tree planted and proposes planting it next to a bench on the common. Cllr. S Jordan has volunteered to plant it.

**Action**: Chair to check with ranger AnnMarie Gedge and contact Barry who has the tree.

**4.5 Flooding Issues: Dovecote Lane and Town Green junction**

A query as to whether the gully might be blocked was made.

There is a similar issue on Goose Lane where the gully has been ploughed over and the water therefore collects on the road.

**Action**: Cllr. C Knight to get in touch with Highways / relevant person about both Dovecote Lane and Goose Lane.

* 1. **Thwaite Common**

The ponds are discussed as there is still crassula in the school pond which needs controlling as it is highly invasive.

Ranger AnnMarie Gedge proposed to create a work team to do some crassula removal.

The NNDC has the rangers looking after the common with the support from Norfolk Wildlife Trust who have recently inspected the pond.

**Action**: Chair to discuss matter further with AnnMarie Gedge and put up a notice on the notice board to gather a work team.

1. **Finance, Outstanding Invoices and quotes**

Cllr. Mackenzie explains we now have all the bank statements however there is still a need to consolidate and may be a need for miscellaneous column.

Cllr. Mackenzie informs the council that money has been transferred from the main account to an interest baring account.

**Action**: Chair, Vice Chairman and Clerk to consolidate all finances.

As of 29th of February 2024

£3343.84 Business Premium, earning interest of 1.5%

£2647.06 Community Account

1. **Planning Matters**

**6.1 New Applications**

None

**Action**: Clerk to update parish particulars.

**6.2 Late Applications**

None

**6.3 Update on Planning Outcomes**

Chair informs the council about North Norfolk District Council committee meeting to resolve mast issue which is due to take place on the 21st March at 9.30 AM.

The officers’ recommendation for the committee is for refusal. Chair will be in attendance as well as Cllr. Toye.

Duncan Baker has communicated with councillors regarding different locations which have been offered. It was stated that although another 5 locations were offered; they were thought not have been given proper consideration by Cornerstone.

Erpingham church was offered as alternative location. The chair discussed this with Church Cannon Heather Butcher who was in favour. She has worked with Net Coverage Solutions in the past who have undertaken similar projects in other churches.

Although the mast is called a 5G mast it will only provide 2G, 3G, or 4G and is only for O2 and Vodaphone.

The Parish Council is not against the technology but only the location of the twelve-storey mast which has no coverage in a desirable village area.

**7. Matters Arising not on the agenda**

Cllr. Toye advised that Highway Rangers inform the clerk of their visit to the area. The Parish Council can then inform them of the relevant issues. It is also possible to have an annual visit for Highways to discuss a range of bigger picture issues within the area.

An annual footpath report was discussed.

Google Maps can provide a map of the Parish boundary and Councillors would like the map to be circulated.

Cllr. S Goodley proposes a new bench for the Aldborough churchyard to be supplied by the Parish to replace the one that was damaged in the storm.

Cllr. Penfold queries the location of the bench and its proximity to the Weavers Way footpath as he may be able to use his discretionary fund to help fund the bench.

The notice board in the churchyard was also damaged by the storm and needs replacing.

Chair would like to delegate the responsibility of the Alby notice board to a councillor.

**Action**: Cllr. C Knight to be responsible for the Alby Notice board.

**8. Next Meeting date to be agreed**

June 4th 2024 was agreed however the date has now been changed to the Wednesday 15th May 2024. This meeting will be followed by the Annual Parish Meeting.

**9. Close of meeting**

8.30 PM

Chair closes the meeting and gives thanks to the councillors.