 **ALBY WITH THWAITE**

**PARISH COUNCIL**

**Minutes of the Parish Council meeting on Thursday 6th July 2023 – 7pm at the Church Room, The Green, Aldborough**

Present: Cllr W Cutts (Chairman)

 Cllr. A Mackenzie

 Cllr. C McNamara

 Cllr S Goodley

 Cllr S Jordan

 Cllr. C Knight

 Cllr J Toye - NNDC

1. **Apologies for absence:**Clerk Rosalyn Dawson
2. **Declarations of interest for items on the agenda:** None
3. **To agree the Minutes of the previous meeting held on 17th May 2023 –** proposed Cllr A Mackenzie, seconded Cllr. S Goodley **– ALL AGREED**
4. **To discuss any matters arising**

**Thwaite Common –** Contact officer at NNDC regarding grazing of the ground at the end of October by Horses at the east end. Works to cut grass to keep under control. Chairman to have conversations with the National Trust. Cllr. J Toye is included into any emails.

Review the position of Seat at the pond on the common- there are branches overhanging so causing issues. Chairman and Clerk to discuss.

Highway concerns had been raised on an online form on the 25/5 regarding several issues – Clerk to chase Highways.

Timetable in Bus Shelter – Cllr C McNamara to chase

Aldborough 20mph speed scheme – concerns about speed limit around the school – Chairman to chase this up.

1. **Sign off Internal Audit and Finance**

5.1 To agree the annual Governance Statement –proposed Cllr A Mackenzie, seconded Cllr. S Goodley **– ALL AGREED**

5.2 To approve section 1 The annual Governance Statement -proposed Cllr A Mackenzie, seconded Cllr. S Goodley **– ALL AGREED**

5.3 To approve the account Statement 2023 -section 2 - proposed Cllr A Mackenzie, seconded Cllr. S Goodley **– ALL AGREED**

5.4 To approve the notice of public exercise of annual rights- proposed Cllr A Mackenzie, seconded Cllr. S Goodley **– ALL AGREED**

5.5 To approve and note that Exemption certificate - proposed Cllr A Mackenzie, seconded Cllr. S Goodley **– ALL AGREED**

5.6 Cheques to be paid due to delay in adding signatories:

 Internal Audit - £35.00

 Zurich Insurance - £214.00

 Church Rooms - £12.00

 NALC - £184.27

1. **Planning Matters**

Ref. No: CD/23/1397 | Received: Thu 29 Jun 2023 | Validated: Wed 05 Jul 2023 | Status: Unknown - [**Discharge of Condition 3 (Natural England licence) of planning permission PF/22/2316 (Conversion of detached outbuilding (coach house) with extension and external alterations including dormers to form annexe accommodation)**](https://idoxpa.north-norfolk.gov.uk/online-applications/applicationDetails.do?keyVal=RX28C8LN04T00&activeTab=summary)Thwaite Hall Thwaite Common Erpingham Norwich Norfolk NR11 7QQ

Ref. No: PF/23/0650 | Received: Tue 21 Mar 2023 | Validated: Thu 30 Mar 2023 | Status: Decided - [**Single storey rear extension to dwelling; replacement of concrete render with lime render; replacement of all single glazed joinery with timber joinery painted in heritage colour and rebuilding of brick plinth with reclaimed multi-red brickwork (retrospective)**](https://idoxpa.north-norfolk.gov.uk/online-applications/applicationDetails.do?keyVal=RRUYB0LNKYJ00&activeTab=summary) - Abbey Farm Alby Common Alby Norwich Norfolk NR11 7HG

[**Discharge of Condition 4 (Tree Protection Plan) to planning PF/22/2592 (Erection of single-storey rear extension, re-roofing of existing single-storey rear extensions)**](https://idoxpa.north-norfolk.gov.uk/online-applications/applicationDetails.do?keyVal=RWWNPCLN04T00&activeTab=summary) - Nutmeg Cottage Thwaite Common Erpingham Norwich Norfolk NR11 7QG

Ref. No: CD/23/1366 | Received: Tue 27 Jun 2023 | Validated: Mon 10 Jul 2023 | Status: Unknown

1. **Co-opt New Councillor –** all councillors agreed to co-opt Clare Knight to the Parish Council – Clerk to send paperwork over
2. **Adjourn meeting for public participation –** concerns were raised around the lack of response to a complaint sent through to the previous chair and Clerk – new chairman will address accordingly.

Concerns were also raised around the AGAR and the clerk agreed to amend a line on the agree to reflect this concern.

All other issues were answered by the Chairman

1. **Next Meeting – Thursday 12th October 2023 at 7pm**
2. **Close of Meeting – 20:51pm**