

THORPE MARKET
ANNUAL PARISH COUNCIL
Minutes Tuesday 28th May 2024 @ 7.00pm

Present: Nick Coppack - Chaired the meeting
Elaine Pugh (Clerk to Council)

Members of the public 6

1. Chairman's Review/Report for 2023-2024

I would like to thank all Council members for their support during 2023-2024.

During this period the Council have been proactive and spent funds to support projects in the village mostly of which are expensive maintenance issues.

An assessment of the village sign took place and this revealed that the oak post had rotted and needed replacing - the sign and post over the years had eroded. The Council decided to take action and get the both renewed. We were thankful that a local artist took on the project which included sandblasting and repainting both sides. We are looking forward to the village sign being reinstated.

We continue to monitor speed via the SAM2 unit in the Village; the figures provide interesting reading.

We have:

- Welcomed Roy MacDonald as our NNDC Councillor and thank him for his support over the year.
- Purchased new defibrillator pads - we thank the volunteers on the rota
- Upgraded the website to comply with Government legislation
- Reviewed and maintained the poles around the green - although contentious they do provide the Registered Village Green from incursions from visitors.
- Reviewed numerous planning applications
- Purchased dog signage for the playing field
- Repaired play equipment following the RoSPA Inspection.
- Maintained the flower tubs on the Green

PRECEPT

There were a number of comments regarding the Council's increased Precept this year and this approximately amounted to £7.09p per household per annum.

In percentage terms this was substantial and the Council were aware of this. However, we wanted to ensure that we had sufficient funds to manage residents' expectations and requests.

Maintenance has been a fundamental reason for the increase together with escalating costs year on year. We are hopeful that the Precept increases going forward will be smaller than this year.

2. To approve Minutes Annual Parish Meeting

• 23rd May 2023

These had been circulated and it was resolved that they be signed.

3. To receive Reports from Local Organisations

SAM2 - there may be a problem with the unit and this would be monitored by the team. There could be a calibration issue or simply a new battery required. It maybe that in the longer term a new unit might need to be purchased.

VILLAGE HALL - the hall holds its regular Saturday coffee morning however, the numbers are low in attendance. The venue will be used for forthcoming elections.

4. Floor open to Parishioners

There were no comments or requests from the attendees.

There being no further business the meeting concluded at 7.10pm.

THORPE MARKET PARISH COUNCIL

☎ 01692 402998 – clerk to council – Clerk.ThorpeMarket@gmail.com
www.thorpemarketpc.co.uk

Raynham house, 10 New Road, North Walsham, Norfolk, nr28 9df

Minutes of the Annual Parish Council Meeting **Tuesday 28th May 2024 following the Annual Parish Meeting**

Present: Nick Coppack, (Chair), Mandy Hayward (Vice Chair),
Ian Siggee, Liz Relf and Barbara Sparrow
Others: Tim Adams-NNDC and 2 members of the public

- 1. To Elect a Chair for 2024-2025 and receive declaration of acceptance of office**
Resolved that Nick Coppack continues as Chair - declaration of office was duly signed.
- 2. To appoint a Vice-Chair for 2024-2025 and receive declaration of acceptance of office**
Resolved that Mandy Hayward continues as Chair
- 3. To consider apologies for absence - To note and approve apologies received by the Clerk prior to the meeting**
Apologies were received from Naomi Perowne - these were accepted by the Council.
- 4. To receive declarations of pecuniary interests and dispensations - interests in Agenda items and individual dispensations to be authorised**
There were no declarations or dispensations received or authorised.
- 5. To approve Ordinary Parish Council Minutes 27th February 2024**
These had been circulated and it was resolved that they be signed by the Chair.
- 6. Resolution to adjourn the meeting for public participation - NNDC and County Councillor Reports (10 minutes allowance)**
Resolved to open the meeting to the public.

Tim Adams, NNDC - informed that NCC were not proactive at the moment due to the elections. Pot holes and signage is being investigated. A “Thorpe Market” sign on the bank of the B1436 is too narrow. However, it could go further towards the boundary. It was noted that the 30mph sign on the Roughton Road was leaning and this would need traffic control to complete the work. Discussion took place on the Interconnector poles which have been knocked over from Topps Hill Farm to Sycamore House, this would be investigated. Flytipping at Topps Hill Road continues and this is being reported to the Cleansing/Environmental Team at NNDC, Tim Adams would be copied in to these reports.

Resolved to close the meeting to the public.

7. To review and consider Planning if received

No new planning had been received.

8. Matters Arising and Monthly updates and for information only:

8.1 SAM2 - the statistics

LOCATION	FROM	TO	TOTAL VEHICLES	85th PERCENTILE SPEED MPH	50th PERCENTILE SPEED MPH	AVERAGE SPEED MPH
Thorpe Market Road	01.02.23	30.04.23	219,252	35.3	29.4	29.16

Discussion took place on the SAM2 figures and these would be continued to monitored.

Village Green and playing field

8.2 Parking - Thorpe Market Registered Village Green

This was being monitored by the Council and although the poles were not a popular choice they have stopped all from parking or using the Green. A car had been parked within the play area and this was of concern and would be checked.

8.3 Footpath to play area - no dogs allowed - signage due to be installed

8.4 Holiday-let - noise comments - list received and forwarded to owner and the Clerk has informed this is not a Parish Council matter.

8.5 Highways

673394-F6Y8T7	Overgrown weeds along A149 footpath	Works completed
900257728	Standing Water - Chapelfields	Reported NCC - no action to be taken

8.6 Poles around the Registered Village Green - maintenance completed

8.7 Refurbishment of Village sign -

This had been delivered and due for installation at a cost of circa £400.00. This included the oak post, scaffolding and installation.

8.8 Repairs to play equipment - completed

8.9 Bus shelter display - repair completed

9. To consider and review correspondence

Councillor - re fly tipping on Topps Hill Road	Circulated
Resident Re Precept increase and signage along Church Rd	Responded
Norfolk Police - Priorities	Noted
NNDC - Coastwise project is underway	Noted
Resident re log for noise emanating from Greenhouse	Responded
Roy MacDonald - Annual performance report	Circulated
Resident - complaint re footpath to play area - photos requested	Responded
Resident - complaint re crop spraying	Responded and apology received. Matter discussed and Council decided not to progress this further

10. To consider Financial Matters

10.1 To receive bank reconciliation and note receipts and review reserves

The Council received the bank reconciliation and noted reserves.

10.2 To agree payment schedule and approve payments

Gallagher – insurance	582.65
NPTS – membership	70.00
Secret Gardens (play eq/caretaking)	450.00
Helen Almey - village sign	500.00
Ros Calvert - internal audit	48.00
Philip Hayward - grass (March/April)	500.00
Elaine Pugh (April-June)	398.99
HMRC	75.60
Philip Hayward - grass (May)	250.00

Resolved to authorise scheduled payments.

11. Annual Governance and Accountability Return 2023-2024 (AGAR)

11.1 To receive and agree the Accounts for 2023-2024

These had been circulated and it was resolved that they be signed.

11.2 To receive and consider internal auditor’s report for 2023-2024

The report had been circulated and the Council noted the guidance and advice.

11.3 To consider and agree complete Section 1&2 of the Annual Return for 2023-2024

The AGAR had been circulated and it was resolved that the Council sign Section 1&2 of the Annual Return.

11.4 To consider and agree risk assessment

The risk assessment had been circulated and it was resolved that risk assessment be agreed.

11.5 To consider and agree asset list

The asset list was reviewed and agreed.

11.6 To consider the appointment of internal auditor for 2024-2025

The incumbent internal auditor had retired and the Council needed to appoint a new auditor.

12. To Receive Reports from Councillors and items for the next Agenda

There were no matters or reports received.

13. To confirm date of the next Meeting

Thorpe Market Ordinary Parish Council Meeting -

Tuesday 3rd September 2024 - Thorpe Market Village Hall @ 7.00pm

There being no further business the meeting concluded at 7.36pm.