

Forncett Parish Council  
Minutes of the meeting of the Parish Council  
held remotely via Zoom on Thursday 21 May 2020 at 7.30pm.

In Attendance: Cllr B Frith (Chairman) Cllr B Humphreys, Cllr A Coleman, Cllr G Barnes, Cllr S Allen, Cllr S Jackson

Parish Clerk Anne Rayner  
2 members of the public

1. **To elect a Chairman for the forthcoming year and receive the Chairman's declaration of acceptance of office** – Cllr Brian Frith was nominated as Chairman by Cllr Coleman and seconded by Cllr Barnes. The acceptance of office form was signed and will be returned to the clerk in due course.
2. **To elect a vice-chair and receive their declaration of acceptance of office** – Cllr Bev Humphreys was nominated for Vice-Chairman by the Chairman and Cllr Coleman. The acceptance of office form will be signed and returned to the clerk in due course.
3. **To consider apologies for absence** – Apologies were received and accepted from Cllr Welsby.
4. **To receive any declarations of interest** – None to report.
5. **To approve the minutes of the last meeting (April 2020)** – The minutes were approved without alteration and signed by the Chairman.
6. **To consider matters arising from the minutes (for information only)** – Norfolk County Council have not yet confirmed if the Parish Partnership Scheme will be running for the 2021/22 year but if it does go ahead, the clerk will obtain a quote for a flashing 20 mph sign to be installed near the school.
7. **Open forum, to hear from members of the public, including reports from District and County Councillors** – No comments.
8. **To consider planning applications:**
  - a) **2020 / 0814 – Lime Tree Farm, Long Stratton Rd – removal of concrete render, replacement of timber frame structure, insulation and lime finish render** – Councillors agreed they had no objections to this application, subject to the satisfaction of the listed buildings officer.
9. **To hear of planning decisions** – None
10. **To report planning comments agreed via e-mail in between meetings:**
  - a) **2020 / 0703 – Land North of Walnut Tree Cottage – Erection of two storey dwelling** – Councillors continued to object to this application, feeling that the original comments still applied and were mainly supported by residents, reflected in the comments submitted via the planning portal.

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11. **To consider the insurance renewal quotation and confirm insurance details** – The insurance renewal information was circulated prior to the meeting. The parish council is still within the three year term and the premium was therefore approved by Councillors.
12. **Policy reviews: Statement of Internal Control** – The policy were reviewed and Councillors agreed that no changes are necessary at this time.
13. **To receive and approve the internal audit report** – The report from the internal auditor was circulated and the comments noted.
14. **To declare that FPC is an exempt authority within the definition contained in the Local Audit (Smaller Authorities) Regulations 2015 and confirm exemption for 2019 / 20** – As the income and expenditure for the parish council in 2019 / 20 was under £25000, the Pc can be declared exempt. Councillors confirmed this exemption.
15. **To approve the Annual Governance Statement** – The statement was circulated prior to the meeting and the Chairman read each section of the statement. Councillors agreed their approval of the Governance Statement.
16. **To consider and approve the Accounting Statements for 2019 / 20** – The accounting statements were circulated prior to the meeting and Councillors agreed their approval of the accounting statements.

17. **To consider the approval of the following payments:**

Ch. No.	Amount	Payee	Notes
SO	£ 341.82	A Rayner	May salary
BACS	£ 364.66	Came & Co	Annual insurance
BACS	£ 800.00	Forncett Flyer	Annual grant instalment 1

18. **To consider correspondence** – None to report.
19. **To agree meeting dates for the forthcoming year** – It was agreed to continue with meetings on the third Thursday of the month, with no meetings planned for August, unless urgent business crops up. The meeting dates for the next year will therefore be: 18 June, 16 July, 17 September, 15 October, 19 November, 17 December, 21 January 2021, 18 February and 18 March.
20. **Items for information and comment** – The Chairman reported that playgroup considered re-opening from June but have agreed not to for the time being. There are almost certain no other bookings until September. With regard to footpaths, some cutting is taking place but it would be very helpful if residents could walk the routes, to keep the grass down and perhaps even take secateurs with them to cut back the odd overgrown area as they walk. Extensive work by Highways has been carried out on ditches in Tabernacle Lane to stop flooding onto the road. The noticeboard on the wall of the house near the Low Rd / Station Rd junction has been removed after the homeowners expressed concern about its

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poor condition. It has now been renovated and is ready for re-installation. Various options were discussed at the meeting, with the preferred option being to return to the wall, as before. Update since the meeting: Thanks are due to the homeowners who have agreed that it can be replaced in the original position.

Phil Whiscombe reported that the SAM2 has been on the post opposite Austhorpe House on the B1113 for around two weeks. For the first week, whilst the 'stay home' ruling was still valid, traffic was showing at around 38% of its normal level. When the message changed to 'stay alert' traffic volume increased to around 55% of normal figures. Unfortunately, the number of these vehicles which were speeding during that period increased by approximately 5%, with 1000 vehicles travelling at over 40mph.

Councillor Jackson raised the issue of homeowners hedges encroaching onto the highways and pavements. It was agreed that the clerk will include an appeal to homeowners in the Flyer report this month, asking to cut back where appropriate.

Councillor Humphreys also asked if some of the footpath signs and way markers could be improved as there have been several incidents recently of walkers straying away from the public footpaths. The Chairman confirmed that the Norfolk County Council footpath team are aware that some signs have disappeared again and they will try to replace these as soon as possible.

Councillor Barnes asked about the state of the river, which is now so clogged with reeds that the flow is badly affected. The clerk did contact the Environment Agency a couple of months ago regarding the river but they seemed very reluctant to come out and inspect it. Councillor Barnes said that she would try to speak to her contact at the Environment Agency and see if any progress can be made.

A member of the public asked if anything can be done about excessive bonfires at the moment. At a time when respiratory issues are at the forefront of everyone's minds and the Fire Service have asked people not to light bonfires at the moment as their time is being better spent elsewhere, there seem to be an awful lot being lit. The clerk will include something in the Flyer report. Councillor Coleman asked when the Flyer would next be delivered again. The Chairman thought this unlikely for the next edition but that the decision would be reviewed on a monthly basis.

- 21. To confirm the date of the next meeting** – It was agreed that the next meeting be held on Thursday 18 June 2020, via Zoom, unless the advice from Government changes.