

Forncett Parish Council  
Minutes of the annual meeting of the Parish Council  
held at Forncett Village Hall on Thursday 18 May 2023 at 7.30pm

In Attendance: Cllr B Frith (Chairman) Cllr B Humphreys, Cllr G Barnes, Cllr D Welsby, Cllr S Allen, Cllr D Bezkorowajny, Cllr M Sanders

Parish Clerk Anne Rayner  
4 members of the public

1. **To receive all Councillor acceptance of office forms** – All forms, having been completed in advance of the meeting, were collected by the clerk.
2. **To elect a Chairman for the forthcoming year and to receive the Chairman's declaration of acceptance of office** – Cllr Brian Frith was nominated by Cllr Bezkorowajny and seconded by Cllr Barnes. Cllr Frith accepted the nomination and signed the acceptance forms accordingly.
3. **To elect a vice-chair and receive their declaration of acceptance of office** - Cllr Bev Humphreys was nominated by Cllr Barnes and seconded by Cllr Allen. Cllr Humphreys accepted the nomination and signed the acceptance forms accordingly.
4. **To consider apologies for absence** – None to report.
5. **To receive any declarations of interest** – Cllr Barnes declared an interest in item 18b on the agenda.
6. **To approve the minutes of the last meeting (20 April 2023)** – The minutes were approved without alteration and signed as correct by the Chairman.
7. **To consider matters arising from the minutes (for information only)** – The Chairman reported that the funeral of Councillor Barry Duffin had taken place at Wymondham Abbey on Friday 12 May, with Councillor Sarah Allen representing the parish council together with resident Pam Thurtle. Thank you to both for attending. The Coronation event which took place on 7<sup>th</sup> May was attended by approximately 60 people, with good weather on the day. Councillor Bev Humphreys planted the copper beech tree and tea, cake and refreshments were enjoyed by all. Finally, following the consultation regarding the 37A bus service, Norfolk County Council have reported that the existing service will remain 'largely unchanged' which is good news for the residents of Forncett.
8. **Open forum, to hear from members of the public including, if available, a report from District Councillor Kim Carsok** – The clerk contacted the District Council regarding getting in touch with Forncett's new District Councillor but apparently new email addresses are yet to be issued.
9. **To consider planning applications:**
  - a) **2023 / 1159 – Balcara, Long Stratton Rd – Demolition of existing extension and replacement single storey extension. Replacement of windows and doors** – Following discussion, Councillors agreed there were no objections to this application.

- b) **2023 / 0953 – The Beeches, St Edmunds Close – Conversion of existing garage to annexe, front and side extension to house, erection of cart lodge and installation of 3 photovoltaic arrays** – Following discussion, it was agreed that Councillors had no objections to this application, subject to the District Council including the standard condition ensuring that the annexe remain within the curtilage of the main property and is not to be sold separately in the future.
- c) **2023 / 0549 – Methodist Church, Long Stratton Road – Change of use church to nursery** – The Chairman reported that, since the last meeting and partly in response to queries raised by Highways, the applicant has provided further information regarding the application. Councillors agreed that they had no further comments to add, nor wished to amend those already submitted.

**10. To hear of planning decisions:**

- a) **2023 / 0240 – 14 Orchard Close** – Construction of single storey rear extension and cart shed – Approved.

**11. To report planning comments agreed via e-mail in between meetings: None to report**

**12. To resolve that Forncett Parish Council meets the relevant qualifying criteria and therefore adopts the General Power of Competence** The clerk gave some background to the General Power of Competence and confirmed that Forncett Parish Council meet the criteria, having both a) a qualified clerk and b) at least two thirds of Councillors elected. The Parish Council resolved to adopt the General Power of Competence.

**13. To consider KYC (Know Your Customer) correspondence from Barclays Bank –**  
Unfortunately, despite several emails and hours spent on the telephone to Barclays by both the clerk and the Chairman and despite being reassured that the ‘Know Your Customer’ review had been completed satisfactorily, the bank continued to send out letters stating that the parish council’s bank account would be closed within two months. The clerk lodged a formal complaint, the result of which was that Barclays concluded they had done nothing wrong. The last email received does say everything has been resolved satisfactorily but it is still extremely concerning. The clerk reported that several parish councils seem to be moving to Unity Trust Bank which seems to be geared towards community accounts. It was agreed to monitor the situation accordingly.

**14. To hear information relating to Gigaclear Broadband** – The Chairman has been approached a few times, asking if this company could use the parish council meeting to show a community presentation. The Chairman responded advising that, as per the same situation with County Broadband, the parish council did not feel this is something they should be particularly promoting / endorsing and it would be up to individuals to decide if they wished to hear further information and potentially sign up to the service.

**15. To review the following policies – Financial Regulations and Statement of Internal Control** – Both policies were circulated prior to the meeting and it was agreed that no changes were needed to either policy.

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- 16. To agree meeting dates for the forthcoming year** – It was agreed to keep meetings on the third Thursday of every month, with no meeting in August unless urgent business crops up. The meetings for the following year will therefore be: 15 June, 20 July, 21 September, 19 October, 16 November, 21 December, then in to 2024, 18 January, 15 February and 21 March.
- 17. To hear information relating to the Village Hall Trustees** – The Chairman reported that, unfortunately, no new Trustees came forward at the annual meeting. There is concern about succession in the future, given that the existing Trustees are not getting any younger. The Chairman, with the approval of the other Trustees, has worded a statement appealing for new people to come forwards. Also with regard to the village hall, the BBQ event will be held on 1 July, this is planned to be along the lines of the Jubilee event held at the hall last year. The village hall committee would also like to ask if the parish council would pay for a portable PA system from their annual grant. Councillors were pleased to approve this request.
- 18. To consider proposals for donations: a) Air Ambulance (In Memory of Cllr Barry Duffin) and b) St Peter's Church (in respect of cleaning of outdoor facilities)** – a) It was agreed to donate £100 in memory of Councillor Barry Duffin. b) Councillor Barnes reported that the portaloos in the grounds of St Peter's Church is used by walkers and that a company from Wymondham come to clean it and top up the chemicals at a charge of £50 a time. Councillors agreed to contribute £50 initially with a view to considering further donations in the future.
- 19. To receive the financial report and consider the approval of the following payments:**

Ch. No.	Amount	Payee	Notes
SO	£ 244.65	A Rayner	May salary
DD	£ 61.12	A J Bell	May pension contribution
BACS	£ 378.00	Community Heartbeat Trust	Annual maintenance
BACS	£ 800.00	Forncett Flyer	Part 1 Annual grant
BACS	£ 471.52	Gallagher Insurance	Annual insurance
BACS	£ 129.04	B Frith	Reimbursement of Coronation grant expenses
BACS	£ 75.00	Friends of St Peter's	SNC Coronation grant spend
BACS	£ 210.60*	Westcotec Ltd	Batteries for SAM2
BACS	£ 100.00	East Anglian Air Ambulance	Donation
BACS	£ 50.00	Upper Tas Valley PCC	Donation

\* Payment to Westcotec for batteries – this is made up of £175.50 plus £35.10 VAT and it was resolved to take the £175.50 from CIL funds.

All payments were unanimously approved. The financial report, circulated prior to the meeting was approved and signed by the Chairman.

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- 20. To consider correspondence:** National Grid have written to advise that they will be carrying out refurbishment work on the existing overhead line that runs from the Bramford substation in Suffolk to the Norwich substation. The work will be carried out from late May 2023 to December 2023. Any properties close to existing pylons will be contacted by National Grid to give advance notification of contractors working in their area.
- 21. Items for information and comment –** The Highways Rangers will shortly be visiting Forncett. Councillor Welsby has already provided photos and information regarding blocked drains on Aslacton Road and the clerk will submit this report accordingly. Whilst discussing Highways, it was noted that the flooding on Cheney's Lane by the pond was very bad again following the recent heavy rain and Councillor Humphreys reported that a car had recently gone through the hedge of the house at the junction of Station Road and Wacton Road, on the bend just after the railway bridge.

The Chairman reminded Councillors that new Register of Interest forms need to be returned to the clerk in time for them to be sent to SNC by 1 June.

- 22. To confirm the date of the next meeting as Thursday 15 June 2023.**

There being no further business the meeting closed at 8.50pm.