

Minutes of the Annual Meeting of Thornham Parish Council held on Wednesday 16 May 2018 at 7.00pm at the Village Hall, Thornham.

Present: Cllr A Needham (Chair) Cllr A Brown Cllr B Gulliver  
Cllr A Chesterman Cllr S Greef Cllr E Bett

Also present: The Clerk & 6 Members of the Public.

**1. Election of Chairperson**

**It was resolved for Cllr Needham to be Chair and duly signed his Election of Office.**

**2. Election of Vice-Chairman**

**It was resolved for Cllr Chesterman to be Vice Chair and duly signed her Election of Office.**

**3. To receive and consider apologies for absence:**

**It was resolved to accept apologies from Cllr W Brooks.**

**4 To receive Declarations of Interest**

Cllr Needham gave a personal interest in anything concerning Thornham United Charities and Cllr Gulliver & Cllr Greef gave a personal interest in anything regarding Neighbourhood Planning. Cllr Bett gave a personal interest in Item no 19 & 21.

**5. Appointment of Parish Council representatives to serve on the following Committees/Organisations:**

**It was resolved for the following people to be appointed.**

**Church Committee – Mrs J Needham/Mrs S Hardy**

**RSPB – Cllr W Brooks**

**Cattlegate Holders – Mrs S Mocatta**

**Village Hall & Playing Field Ltd – Mr S Staveley**

**6. To receive reports from:**

**a. Church Committee – Mrs J Needham/Mrs S Grout**

The Chair read out the following report from Mrs Needham.

ALL SAINTS' CHURCH, THORNHAM. Report for 2017

The P.C.C. met on 5 occasions and all members were re-elected. There are 17 members on our electoral roll.

Sunday services alternated with Holme and we had 3 baptisms and 6 weddings. We had all the usual services at Easter, Christmas and a Remembrance service with a special service on the 27th August when we remembered the short life of Harry Cuttriss who died aged 28 in W.W.1 exactly 100 to the day. We held a very successful fete in August and also a Bat Evening, and at harvest we

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held a harvest lunch with an exhibition of Thornham Ironworks organised by Thornham History Society.

The south porch has been re-plastered and the porch windows were refurbished with a donation. At present we are awaiting the return of one of our large windows, which has been taken out for repairs. Our new notice board has been installed and we have new display boards kindly donated by Thornham Bagladies.

Work in the churchyard is ongoing and we have been fortunate to receive help from the Probation Service who have brought young people who are doing community pay back work. They have visited us on 2 occasions.

The Parish Council gives us a grant each year to help with grass cutting in the churchyard and the maintenance of the church clock.

The allotments are going from strength to strength and producing good crops.

I would like to say thank you to all volunteers and helpers who in any way assist with the smooth running of the church and help at our various fund raising events. We couldn't manage without their help.

**b. Bowls Club – Mrs A Whiting**

Mrs Whiting read out the following report.

In 2017 our President Joyce Ward passed away, she had been a County player in her younger days, and coached some of our present members.

The weather was kind only one match had to be re-arranged, through the support of the members we managed to send full teams to matches.

As the season ran into September one of our matches was played in very poor light, and we didn't play twenty-one ends because we just could not see the Jack. All cups were played for and some different names are on the trophies.

The fun day at the end of the season was enjoyed by all, Ann Whiting won the ladies and Stephen Greef won the mens.

**c. RSPB – Cllr W Brooks**

In the absence of Cllr Brooks no report was available.

**d. Village Hall & Playing Field Ltd – Mr J Warham**

Mr Warham is unable to be present this evening. Mr Venes gave the following report.

**Report to Parish Council: May 2018**

A retrospective over the last year before looking at the year ahead. Our 5<sup>th</sup> year of operation saw continuing growth in events, footfall and developments. Our successful regular activity list includes Pilates (3 groups), Dance, Digital Photography, Table Tennis, Village Cinema and Live by Satellite broadcasts, Soup & Sandwich lunches, Winter Warmers, Kid's club summer programme and Christmas event, Social Media

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surgery, Textile Coffee mornings and exhibitions, football and cricket fixtures. In addition a new Fabs Fitness Class (2 groups) and a Yoga class thanks to Claire, who has also joined the volunteer team for S&S. Our sincere thanks to all the organisers both voluntary and commercial who make these events so successful, and to the wider community who come along to participate and enjoy these activities.

There were also events such as annual Maker’s Mark Craft Fair, Winter Gift Fair, the Taverners’ Cricket dinner, which raised funds for an electronic scoreboard and for TVHPF, weddings and private parties and art exhibitions. All of these contribute to the income stream for the hall and to the breadth of community involvement in the hall. Particular mention must be made of the summer Fun Day, not only because it generated £7,200 profit for TVHPF and had 76 volunteers contributing to the event, both record numbers, but essentially because it attracted some 1700 people on to the field, approximately four times the population of the village! The attendance at all of the events noted confirms that we have succeeded in becoming the community hub noted in our grant application to BLF in 2012 and that we are proving ‘sustainable’ within the three spheres BLF required.

Developments include the maintenance work to car park surface and hall floor, both significant expenses but essential. More significant but less obvious is the move to the Xero accounting system. This took effect from 1<sup>st</sup> January 2018 and has involved serious work and preparation for Ian, Sue, Steph and Sally, our events and bookings manager, who is managing an increased workload. The extensive improvements, funded by Sport England, to playing field surface are now almost complete. The outdoor table tennis table was installed thanks to Jane Cursiter and proved a popular attraction.

The review to the 5 Year Plan has previously been reported with the decision not to proceed with moving football pitch, developing a second MUGA, and the substantial extension of wooden pavilion. However refurbishment and improvement work to the existing pavilion has been undertaken. The accounts for 2017 show an excess of income over expenditure as in all previous years. This is largely due to Fun Day profits, 100 club income and Winter Warmers contributions to income.

Looking ahead Trustees are pleased to report a number of developments in process. The improved outfield requires a new mower to ensure best long-term outcomes. This is an expensive item even second-hand and a grant application has been made. This along with the new scoreboard will require another steel container behind the pavilion. Trustees appointed a part-time groundsman to begin work in May. We can programme improvement works on a number of issues on the field and around the hall.

The Children’s Play Area needs renovation work. NGF, the original installer, have quoted for the work. TUC and BagLadies have agreed to help fund this work, which will be scheduled for early autumn. The folding door to furniture store is in need of repair. Trustees have recognised the common theme here. The ‘honeymoon’ is over. Five years of hard use both in the hall and on the field means servicing, repair and replacement costs are rising. Our projected levels of use suggest that this will continue. Trustees have agreed to set up a working party to develop a potential work programme and schedule that is costed. This will be seen in the context of the income stream and a review of Reserves and charges will take place that ensures financial sustainability into the future. Future developments, for example, an extended all weather play area that could double as an overflow car park on specific occasions have been investigated both in terms of cost and planning but are on hold while the financial review takes place.

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**Major events for 2018.** A programme of **Live by Satellite** broadcasts from Glyndebourne will take place this summer – perfect for picnics on the field pre performance. Outdoor theatre returns on Friday 3<sup>rd</sup> August with Heartbreak productions version of Jane Austen’s Pride and Prejudice. **Maker’s Mark** moves to mid-summer. This will be bigger and better than before but still retains the same high quality of craftsmanship. Saturday 23<sup>rd</sup> /Sunday 24<sup>th</sup> June, Admission free. **Fun Day 2018** – Also a date change Saturday 25<sup>th</sup> August. **Our biggest, greenest and most eventful Fun Day is planned. More volunteers required to help on the day. Contact Steph on Stephanie.mocatta@btinternet.com**

The result of the Governance Award for small charities for which TVHPF are in the final three will be announced on 25<sup>th</sup> May. Meanwhile Trustees have begun to use the Governance Code for small charities to help review their work. Impending vacancies for Trustee positions have been widely advertised and minutes of meetings are now published.

Finally, a big thank-you to Hall and Grounds Committee, volunteers, activity leaders, guests, donors and supporters without whom none of the above would be possible.

Colin Venes, Trustee for TVHPF May 2018

**e. The Chairman – Cllr Needham**

Cllr Needham gave the following report.

Cllr Needham started his report by welcoming the three fairly new Councillors who have really been thrown into the deep end with current council issues. Cllr Needham said that he was looking forward to working with the current team. Cllr Needham then thanked Cllr Watson and Cty Cllr Jamieson for attending meetings regularly and for their regular input and support. Cllr Needham wanted to thank Mr Goddard for his work in the village cutting grass and clearing footpaths, also Mr Warham and now Cllr Greef for cutting village greens and keeping the village looking nice.

Cllr Needham thanked the Speed Watch Team for undertaking not a popular task on a monthly basis in all types of weather and regularly taking abuse. The team also have to move and maintain the equipment on a regular basis.

Cllr Needham thanked all the Trustees of the Village Hall for all the hardwork in allowing this fantastic asset to be available to all. They also provide regular reports for our meetings.

Cllr Needham then went on to thank the Neighbourhood Plan Team and thanked them for all the hardwork they are undertaking getting this plan into place.

Cllr Needham thanked the PCC for all the work they undertake keeping the Church available to the village. The team are not getting any younger but still manage to clean the church on a Saturday, including removing the bat droppings and he felt were underappreciated as everyone expects the Church to be there for their weddings. Christenings, Funerals etc but do not think about it when not using.

Cllr Needham then thanked the Thornham United Charities Trustees for managing the field on the other side of the sports field. Cllr Needham said that it would be nice to receive a report from the group for the next Annual Meeting. Mrs Needham advised that their minutes are available on the noticeboard.

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Lastly Cllr Needham thanked the Clerk for her help and support with the new council members and current issues. Cllr Needham presented the Clerk with a planted Lily. The Clerk thanked Cllr Needham and the Council but was only undertaking her job.

Cllr Greef wanted to take Mr Seedhouse or keeping the Village Clean on his daily walks. This was endorsed by Cllr Needham.

**7. Thornham Parish Council Annual Accounts 20017/18.**

The Clerk talked through the attached report. The current position was still healthy but depending on the outcome of the pending tribunal this could all change.

**8. Date, Time, Place of next Annual General Meeting.  
It was resolved to set the date for the 8 May 2019.**

**9. To Receive a Report from the Borough Councillor.**  
Cllr Watson gave the following report.

Cllr Watson advised that the Borough Council have a new mayor with Cllr Nick Daubney. Cllr Watson said that he was nice to see Cllr Daubney as Mayor as his father was also Mayor in his time and Cllr Daubney has advised that he will not stand for re-election next May. Cllr Daubney is big on the Hanseatic League of Lynn.

Cllr Watson advised that she recently sat on the sifting panel for planning at the Borough Council. Each Planning Committee Member will take turns to sit on this panel. Cllr Watson was surprise thinking that she would be more of an observer but was surprised when her views were very much too on board.

Cllr Watson said that the Village always looks good and a credit to all involved and she also wished to thank everyone involved.

**10. To Receive a Report from the County Councillor.**

Cllr Jamieson advised that he had been hard at work, working with lots of departments. He was working with Sally Bettinson on highway issues and Sally is a delight to work with. Cllr Jamieson said that he had been working with his fellow County Councillors Cllr Dark and Cllr Chenery regarding the proposed average speed cameras along the A149. They have been able to persuade the County Officers that his will not sort the issues and it is down to certain junctions etc. There is a meeting next week and Cllr Jamieson is please that they are coming to this part of the county and not insisting the meeting is held at County Hall.

Cllr Jamieson said that there were various issues along the coast especially at Brancaster with highway access.

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Cllr Jamieson said that he is concerned regarding the pending tribunal regarding Shore Road and totally understands the need to protect assets but the council needs to be wise making sure as much evidence is available that can be.

Cllr Jamieson advised that he sits on the Audit and Planning, Business and Property Committees. The Property Committee look after the some 16,000 acres of land and unfortunately there has not been a proper plan in place to manage so the committee have been working to put such a plan in place. The County now owns nearly 17,000 acres with the purchasing of land near Acle which will be used for farming and getting young people involved and working so they would be able to farm anywhere. The Committee are also selling some barns and buy some property around Reepham to build around 140 houses with at least 35% being affordable.

Cllr Jamieson said that there are new initiatives with the Borough, County and the NHS regarding land ownership. Cllr Jamieson said that this was behind the possible development in Hunstanton regarding the Oasis, Library and Bus Station. This is in conjunction with Hemingway Design the Borough Council are paying about £100,000.00 for plans which should be available in around six weeks.

Cllr Chesterman asked if the Pier might get replaced. Cllr Jamieson advised that he feels that the Pier could be economically sound but a Marina might be the way to go forward.

Cllr Needham thanked Cllr Jamieson for his report.

**It was resolved to open the meeting to allow the Public to address the meeting.**

**11. Adjournment of Meeting to allow for public questions.**

Tribunal

A Parishioner was concerned about the amount of money and the evidence available regarding the Tribunal. Cllr Needham advised that the Council are confident but anything can happen with a tribunal but the Council are too far down the road to pull out and would possibly cost as much as to go through the process. The Parishioner said that he was in support of fighting for parish assets but was concerned about it getting to tribunal stage. Another Parishioner talked about the 1853 map. Another Parishioner said that the Parish had no option but to go through with the tribunal.

CPRE

A Parishioner asked if the Council were going to sign up to the CPRE's commitment to making changes in planning that land with planning permission must be built on before new land put up for planning. The Clerk advised that this

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would affect the five year land supply and then planning would be a free for all again and unwanted planning would be allowed.

**It was resolved for the meeting to return to closed session.**

- 12. Minutes of the Thornham Parish Council Meeting held on 18 April 2018**  
**It was resolved to approve the minutes and for the Chair to sign as a true and accurate record. After the following amendment. The minutes should read Hibberd from Holme not Titchwell.**

**Matters Arising**

Nothing to report.

- 13. Registering CL56- Clerk**  
The Clerk advised that our Solicitors did not give the correct area to be registered and that land currently rented out by the Crown Estate is not theirs to rent out but is owned by the Parish Council. This situation needs clarification and if cost viable reclaim any rent which should have been given to the council.
- 14. Neighbourhood Plan –Update RG**  
Cllr Gulliver advised that a couple of members of the Committee had resigned but a new member had been appointed. This new member was able to undertake the website maintenance.
- 15. Grit Bin – Clerk**  
The Clerk advised that NCC Highways have advised that there is no suitable position to place a bin in this condition.
- 16. Website**  
The Clerk advised that she had spoken with the person who undertakes the website at her other parish and the website is HTML but the updating page is pure Wordpress and then the person will update the main site. This means that everyone who needs to update will be able to undertake simply. The person will also host the site and we should not have a problem with using the same domain as when it was set up with Tec Tamers this was stipulated after the previous host would not release the domain. **It was resolved for move over to this new supplier.**
- 17. Dog Bins**  
There is a need to have a dog bin installed at Castle Cottages. **It was resolved for Cllr Chesterman to get house number to the Clerk so a consultation can be undertaken.**
- 18. Office Equipment**  
The Clerk advised that the parish laptop's motherboard is not working correctly. **It was resolved for the Clerk to undertake some research into a replacement.**
- 19. Court Action**  
**It was resolved for Mrs Mocatta to go to the Tribunal and to give evidence on behalf of the Parish Council. The Parish Council agree to Mrs Mocatta**

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representing them and hold harmless that the Council will not seek any remedy from Mrs Mocatta or Institute any action against Mrs Mocatta for any of Mrs Mocatta’s actions at the hearing. It was also resolved for all current information regarding the case be sent to Mrs Mocatta and Mr Howell.

**20. Village Ponds**

The pond near Castle Cottages is full of debris and people are throwing filled dog bags into the area. The pond belongs to Mr Bett. **It was resolved for Cllr Bett to ask if it would be possible to be cleaned out.**

**21. Finger Posts**

Cllr Needham advised the it is a hazard to the Emergency Services etc to find Thornham Lyng etc because there is no finger post or signs covering this area and the postcode covers a large area. Cllr Jamieson agreed to take up with NCC Highways.

**22. Permissive Path**

There had been lots of complaints of people walking on the road because the signage for the permission path is not appropriate. Signage is needed outside the Village Hall on the TUC field and a Drove Orchard end. After discussion Mrs Mocatta and Cllr Jamieson agreed to walk the route and work on the signage and report back to the Council.

**23. Planning Applications and Determinations:**

Applications:

18/00706/F Application for demolition of conservatory, extension of porch roof, conservation roof lights to replace dormer windows, internal alterations, new patio door to kitchen, timber arbor to rear elevation at Elie House, High Street, Thornham. **It was resolved to recommend approval.**

18/00794/F Application for two storey extension and alterations following removal of existing garage and conversion at 1 Hunts Cottage, Church Street, Thornham. **It was resolved to recommend approval.**

Determinations:

None received.

**24. Correspondence:**

a) Clerks and Council’s Direct.

**25. Accounts for payment**

E-On Energy Street Lighting – (May)	Direct/Debit	35.77
Tec Tamers Maintenance Direct Debit (May)	Standing Order	25.00
Norfolk Parish Training and Support	Direct Payment	135.00

**It was resolved for these payments to be made.**

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**26. Payment Received**

None received.

**27. Items For Next Agenda**

Same Agenda with out the Annual Meeting items plus Standing Orders and Financial Regulations, Internal Audit report and Annual Accounts.

**28. Date, & Place of next meeting.**

**Parish Council Meeting Wednesday 13 June 2018 at the Village Hall, High Street at 7.00pm.**

With no further business the meeting closed at 9.00pm

**Action List**

**Cllr Chesterman**

- Inform the Clerk of the house numbers re dog bin consultation.

**Cllr Bett**

- Speak with Mr Bett re Castle Cottages pond.

**Clerk**

- Speak with new Contractor re website
- Speak with Tec Tamers re website domain
- Research a new Parish Laptop
- Send hearing paperwork to Mrs Mocatta and Mr Howell
- Dog Bin Consultations
- Comment on Planning Applications
- Make Payments
- Make sure items for the next agenda go on agenda

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