



Our year has been eventful. In October our Rector, Susan, announced that she would be leaving us in January to take up a post in Harston, Cambridge. She is also going to undertake a degree in Theology with a view to teaching. All the parishes of the Saxon Shore have now agreed to come together with Ringstead and Hunstanton to form a new group of 8 churches and we will soon be advertising for a new full-time vicar and a part time assistant vicar.

We have now appointed a new architect - Ruth Blackman. She has carried out our seventh quinquennial inspection and the list of work to be carried out over the next 5 years is very daunting. The cost of all this work is estimated to be over £187,000. We are now going to start applying for grants for funding, and carrying out fundraising events. The Parish Council gave us a grant to help with the cost of keeping the grass cut in the churchyard and for the maintenance of the clock.

We still have our maternity roost of bats in the church and we are lucky to be included in the Lottery funded "Bats in Churches" project. This will look into ways of trying to encourage the bats to roost in specially made boxes outside the church.

The very sad news this year was the death of Sue Hardy, our Treasurer. She is greatly missed by all members of the P.C.C. in so many ways from organising teas at our fete to arranging flowers, and all the other jobs she carried out. Our Secretary, Megan has taken on the extra role of Treasurer but we are hoping to find someone who would take up the post of secretary.

Bowls Club – Mrs A Whiting was unable to attend and give a report but Cllr Greef advised that unfortunately down to membership this could be the last year of Bowls at Thornham. Cllr Venes advised if there is anyway the Parish Council can help please ask.

RSPB – Mrs W Brooks advised that she had not achieved a report as Cllr Gulliver had undertaken the post partially and she had hoped that Cllr Gulliver would have undertaken a report.

Village Hall & Playing Field Ltd – Sam Staveley advised that Mr Warham the Chair of Thornham Village Hall & Playing Fields Ltd would like to give a report. Mr Warham congratulated the newly formed council and how important that the Parish Council and the Village Hall work very closely together. Mr Warham advised that it felt it was necessary for going forward for members of the Parish Council to meet up with Trustees and discuss mutual items and how support can be achieved.

Mr Warham advised that the hall has been running successfully for the last five years plus. Mr Warham advised that it was with regret that the Trustees had felt it was necessary due to lack of volunteers to cancel the Fun Day as too many people were not available that weekend.

Mr Warham advised that it would be a busy year in regards to maintenance. The car park is in need of repair and it is hoped to get these repairs undertaken in the next couple of months. The chairs need replacing as they are gradually more and more needing repairs which are not lasting. These projects will amount to around £10,000. Due to correct accounting the money has been saved in a reserve pot. This will need replenishing for future maintenance needs.

Mr Warham advised that the live by satellite main person was retiring from under taking this role at the end of the year. Mr Warham appealed to any one that was able to help. Cllr Venes advised that tickets for some operas were running into

around £4,000 a ticket in London but you can come to the hall and watch the same event for £15.00.

### The Chairman

Cllr A Needham gave the following short report:

Firstly, I would like to thank the members of the Parish Council and Sarah for helping me as Chairman over the past year.

At times we have had some quite difficult things to deal with which has meant that we have had to have extra meetings. These included the planning permission for 9 new houses, the ongoing tribunal and discussing the Borough Council Local Plan and reporting back.

I would also like to thank the Neighbourhood Plan Committee, of which Bob is the Parish Council representative. The presentation in the village hall was extremely well done and look forward to the final plan. At present, Bob is in Adenbrookes after surgery and we wish him a speedy recovery.

The Village Hall and Playing Field continues to go from strength to strength. This is all due to excellent work by the Trustees and hall management committee.

The local Speed Watch Team have had a difficult year with all the ongoing building work in the village which hopefully will soon be nearing completion, so my thanks go to them.

Finally, I would like to thank once more the 2 retiring Parish councillors Wendy and Adrian and our Borough Councillor Liz Watson and would like to welcome our 2 new councillors Colin and Ian and we look forward to working with them in the future.

Cllr Venes thanked Cllr Needham for his report. Cllr Venes went on to explain about coming back on the council and wished to thank Cllr Brooks, Cllr Brown and Cllr Needham for all their help and without them being Parish Councillors we would not all be celebrating five years of having the hall which benefits all the community.

#### 8. To Review Standing Orders

Cllr Venes advised that he wished to ask that the following be Changed/amended.

- a) The quorum should be four not three.
- b) Cllr Venes advised that previously a protocol was voted on by the Parish Council advising that in urgent circumstances a planning application can be decided via email. Cllr Venes asked if he could have permission to make this protocol part of Standing Orders. **It was resolved for the Clerk to amend and recirculate.**

Cllr Venes advised he wished to bring up the Finance and Staffing Committee and appoint members to this committee. The Clerk advised that it was not an agenda and item and the Clerk had put down to discuss at the next meeting

Signed:..... Chair Date: .....

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when more members should be present. Cllr Venes advised that there were several means in standing orders where this can be voted on. Cllr Venes asked that Cllr Chesterman and Cllr Bett who had been covering part of this role were able to continue. Cllr Venes also wished for Cllr Barratt to join this committee as Chair.

9. To Review Financial Regulations

**It was resolved for these to be deferred until the next meeting.**

10. Thornham Parish Council Annual Accounts 2018/19.

The Clerk handed round the relevant paperwork for the end of the financial year. Please see attached. **It was resolved to accept the end of the year Annual Accounts for 2018/2019.**

11. Date, Time, Place of next Annual General Meeting.

**It was resolved for this to take on the 13 May 2020 at 7.00pm.**

12. **Borough Councillor's Report**

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

Cllr Lawton advised that he was starting to get a grip on the role after taking up his position less than a week ago. He has induction training next week and still was due to meet with his governing chair and be given a committee to sit on. Cllr Lawton said that he was very much looking forward to undertaking this role and hoped to be able to take up items/issues with the Borough Council on behalf of the parishioners he covered.

Cllr Venes thanked him and advised that he was very much looking forward to working with him.

13. **County Councillor's Report.**

Cllr Jamieson was not in attendance. The Clerk advised that she had asked for a written report.

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

Advertising Boards

A Parishioner advised that she felt that there were too many advertising boards being allowed in the village and who was responsible for stopping these. The Clerk advised that it was down to NCC Highways and they use to undertake regular patrols and would remove any boards etc. Due to cutbacks these did not seem to happen. **It was resolved for the Clerk to advise NCC Highways.**

Earth Bank of The Green.

The Parishioner advised that loads of soil were still being delivered and tipped on the site. The Clerk advised that she had contacted Natural England the Environment Agency and the Borough Council Planning Enforcement Team who has taken up the case. The Clerk advised that she would chase for an answer. A Parishioner advised that the Council should put the relevant emails in the minutes. **It was resolved for the Clerk to list.**

Speedwatch

Mr Staveley advised that the team were low on numbers but were welcoming two new recruits. Mr Staveley advised that the parking by Builders on the side of the roads was causing problems with sight areas for the team. Mr Staveley

advised that with no builders on site on Good Friday 23 people were caught on camera speeding. Mr Staveley advised that Planning Conditions could be placed on all planning applications that pavements were not be parked on and all vehicles should be allocated car parking spaces off the road and on the site when possible. The Clerk advised that she had already asked the Borough Council over this and they were considering the best way forward. The Clerk advised that she was given a new email address re parking on the pavement etc. **It was resolved for Traffic Calming to be placed on the next agenda.**

#### Website

A Parishioner advised that the website was not up to date Cllr Venes advised that this was on his list to sort out.

#### Castle Cottages – Garages

A Parishioner advised that due to change of management at Thornham he had advised that the garages would be removed. Cllr Venes asked if that was in writing. The Parishioner advised that no it was just verbal. The Clerk advised that Freebridge had agreed in writing to remove the garages.

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

15. Minutes of the Thornham Parish Council Meeting held on 10 April 2018  
**It was resolved to approve the minutes and for the Chair to sign as a true and accurate record after the following amendments: Item 5 should read Earth Bank off the Green and Item 13 should read Church Street.**

#### **Matters Arising**

##### Signs

The Clerk advised that she had ordered signs re Post Office car park space and several Toad signs were also on order for the verge on Saithe Lane.

#### **16. Neighbourhood Plan**

Mr Staveley advised that he had been through the draft plan with the Borough Council Team and they were content with the outline and were pleased that enough preparation had been achieved. Mr Staveley advised that letters had gone out to organisations within the village inviting them to a meeting/consultation event. These would take place on the 4<sup>th</sup> June or the 12 June. In the meantime, the Borough Council would start the necessary checks etc before referendum. Cllr Venes thanked Mr Staveley for his report and asked if written responses were to be sent to people who had bothered to respond to the questionnaires etc. Mr Staveley advised that no responses had been sent but comments have been considered. Mr Staveley advised that these would be uploaded to the neighbourhood planning website. Mr Venes said that he would like to make one suggestion that in the past there has been some issues around lack of communication with Parishioners. Mr Venes advised that with the plan having to go to referendum, Parishioners need to be kept updated to make this process easier. Mr Venes said that an update in the Link would be the best way forward and worked well with the Village Hall Project. Mr Staveley said that he would take this idea back to the group but felt that it would be something they could take on board.

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**17 Bus Shelter**

The Clerk advised that she had been unable to find the case handler and it seems that the original one was not in the office presently. The Clerk advised that she needed to ring for an update but as the Council no longer have a policy with this company and no current claim handler, emails are not working so a telephone call is necessary. **It was resolved for the Clerk to continue to chase.**

**18. Ditch- Green Lane**

Cllr Needham advised that he had meet up with Mr Bett and the ditch was a main Storm Drain. Cllr Needham felt that a fence and cutting the grass would go a long way in solving the issue. The Clerk had spoken with Highways and they were going to look into the situation of ownership/responsibility etc. **It was resolved for the Clerk to chase NCC Highways**

**19. Church Street Planter**

Councillors were asking if it was really necessary. The Clerk said that everything had been agreed apart from a sketch. **It was resolved for the Clerk to meet up with Cllr Needham to get the sketching achieved.**

Cllr Venes opened the meeting to allow Mrs Mocatta to speak. Mrs Mocatta agreed for the Village Hall Groundsman to maintain the planters.

**20. University Research Project**

The Clerk had previously sent round an email from a graduate wanting to undertake some research on part of CL41. Cllr Needham advised that he could not see a problem apart from the gentleman would need warning about the tides etc. **It was resolved for the Clerk to forward the email to Mr Bett advising that the Parish Council would like to give the gentleman access but the final say has to be with the Cattlegate Holders Trustee.**

**21. Planning Applications and Determinations:**

Applications:

19/00651/F Application for replacement of hipped roof with gable end at Stable Cottage, Green Lane, Thornham. **This application already received comments from the Parish Council.**

19/00698/F Application for replacement of hipped roof with gable end at Stable Cottage, Green Lane, **It was resolved to recommend approval**

Determinations:

None received

**22. Correspondence:**

The following list of correspondence can be viewed by arrangement with the Clerk.

a) Clerks & Council's Direct

**23. Accounts for payment**

E-On Energy Street Lighting – (May) Direct/Debit

£ 44.04

Glasdon – dog bin	£263.07
Orwell Mencap – Replacement Bench	£707.00
Leaving Flowers	£. 35.00
Leaving gifts	£. 33.00
Placing the Dog Bin	£. 55.00

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

**24. Payment Received**

Precept	£30,000.00
Council Support Grant	£80.00
Cil Payment	£4761.00
Interest	£11.72

**25. Items For Next Agenda**

- Parish Partnership.
- Policies
- Training
- Committees
- Streetlight Maintenance Contract
- Streetlight Energy Contract
- Bank Signatories
- Castle Cottages
- Audit Form
- Cattlegate Holder Rep
- Student Research project on CL41

Cllr Venes advised councillors that training was necessary if you were new or been a councillor for some time there is always something to learn.

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

Parish Council Meeting Wednesday 12 June 2019 at the Village Hall, High Street at 7.00pm.

Cllr Venes asked for permission to write a small piece for The Link on the new council etc. **It was resolved for Cllr Venes to undertake.**

With no further business the meeting closed at 8:30pm

**Action List**

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**Cllr Venes**

- Write an article for the Link magazine.

**Clerk**

- Chase insurance re Bus Shelter
- Contact NCC Highways re Storm Drain- Green Lane
- Update records
- Update Standing Orders
- Undertake sketch re planters' top of Church Street.
- Forward email re research to Mr Bett for agreement from Cattlegate Holders
- Comment on Planning Application
- Make Payments
- Make sure items for the next agenda go on agenda