

THORNHAM PARISH COUNCIL

Minutes of the Thornham Parish Council Meeting held on Wednesday 9th October 2024 at 7.00 pm at Thornham Village Hall.

Present:

Cllrs S Mocatta (Chair) A Chesterman (Vice-Chair), I Barrett, A Needham and D Arthur

Clerk: Sarah Raven

Members of the Public: 2

1. Apologies for Absence:

Cllrs S Greef and A Jamieson (Personal). It was AGREED to accept the apologies.

2. Declarations of Interest and requests for Dispensations by Councillors in any of the Agenda items listed:

None

3. Public Participation:

- Coastal Erosion: The Borough Council and different agencies have set up a Shoreline Management Plan.
- Jets – Very low flying jets over the parish.
- Recycling Centre booking to attend: Concerns with booking system for the recycling centre to attend. As the recycling centre is dealt with by Norfolk County Council any concerns raised should be directed to the Norfolk County Councillor Cllr A Jamieson.
- Hedge at Ship Lane – This needs cutting, Clerk to contact landowners.
- Poppy Wreath – Clerk has obtained a wreath and this will be laid on behalf of the parishioners and parish council.

4. Reports:

- 4.1 County Councillor – No report
- 4.2 Borough Councillor – No report.

5. Minutes of last council meeting 11 September 2024

- 5.1 **Consider and Approve the Minutes:** The Minutes were circulated before the meeting. The minutes were APPROVED and signed as a true copy by the Chair, Cllr S Mocatta.
- 5.2 **Clerks Report** – Circulated before the meeting. Parish Drainage Map Cllr Needham is leading on this. Grass cutting quote to be supplied for Staithe Lane, Potholes still not completed, Ringstead Road still outstanding by Highways, Sluice path has been report but no action taken by NCC, website and domain name to be completed. Mailchimp has been set up. The link is as follows for anyone to receive the Newsletter by the Parish Council <http://eepurl.com/iZ3gSM>

6. Finances

6.1 **Finance Chair Report** – Community £634.94, Savings £68568.17 giving a total of £69203.11 CIL money which is included in that amount is £10915.83 , leaving us with an unencumbered £58287.28 £1770.50 of the CIL on SAM 2 equipment has already been agreed which leaves £91455.33 - £5648.54 needs to be spent before April 2027 the remaining £3496.79 by October 2028. Cashbooks, budget comparison reports and the reconciliations have been checked, all of which are in their normal excellent condition. The Advisory Group met on September 26th, to go over recommendations to continue with our half yearly internal audit programme -Ask our Health and Safety Officer , Jan Mitchell, to conduct her annual check of assets during the winter -that we change our accounting package from Edge to Scribe. Scribe is far easier to use, more flexible and will allow all councillors to view the accounts. -To approve the Grant requests from the three applicants in the same amounts as last year. This year we would like them to show proof of expenditure before we pay the grant. Budgets for 2025/26 are underway and we will be recommending these to you for approval at the November meeting.

6.2 Accounts for Payment:

Payments	£
Edge	331.20
Parish Online (Geosphere Ltd)	48.00
Npower	97.54

These payments were APPROVED.

6.3 Money Received:

Receipts	£
Bank Interest (2 nd September 2024)	271.61

6.4 **Bank Reconciliation September 2024** – Bank Reconciliations for both accounts, Statements and Budget Comparison had been circulated to all Councillors. These were AGREED.

6.5 Recommendations from advisory Group held on 26th September:

6.5.1 **Appoint Internal Audit:** Glynis Allen to complete the half yearly internal audit. This was APPROVED. Cllr S Mocatta and Cllr A Chesterman would undertake the internal control before this.

6.5.2 **Jan Mitchel Health & Safety:** To continue with her services to advise. This was AGREED.

6.5.3 **Scribe Accountancy:** Clerk explained the pros in time saving moving to Scribe in the next financial year rather than staying with Edge Accounts. It was APPROVED to move to Scribe in February with a view to changing in April to Scribe permanently. This would be at the cost of £42 per month with a one off set up fee.

6.6 Parish Partnership Grant Application: The form for SAM2 unit x 2 was APPROVED to send off to apply for the grant.

7. Village Matters

- 7.1 **Community Events:** Church is undertaking a major grant application. Parish Council AGREED to complete a letter of support if needed. It was discussed regarding the community collaboration regarding events being held in the Village Hall, Church and other places. All the community groups need to work together for the benefit of the whole community.
- 7.2 **Coal Barn:** Repairs were being undertaken at present by the owner.
- 7.3 **Ditches and Dykes in the Parish:** Cllr A Needham explained he had a site meeting with Carters at St Georges Court regarding the drainage. The owners of the land had been approached and are liaising with Carters Builders. Church Lane - Quote received for drainage works at Church Lane for £516 plus VAT and quote from A Needham for £80 to assist. This was APPROVED. The Green and Green Lane – Ditches have been inspected and owners been approached to try and clean these out before winter. Owners of the pond at Green Lane, this will be cleaned out in December dependant on the weather.
- 7.4 **Village Sign repair:** Site meeting to be arranged for repairs to be undertaken. Quotes for next meeting.
- 7.5 **Shore Road:** The Land Registry has been in contact with the solicitors for the parish council regarding the application for registration. An email to the Land Registry from another party has highlighted that a small area of land is part of a sea defence and should not be included and should not be part of the application. It was AGREED to wait until Cattlegate Holders ongoing legal dispute has been resolved before dealing with this.

8. Governance:

None.

9. Outside Organisations:

9.1 **Thornham Village Hall & Playing Field** – No report.

9.2 **Thornham United Charities – Jubilee Meadow:** [Attached](#) Since the update, the hydration bags have been taken away and being cleaned ready for Spring. Weeding round the trees is being undertaken. Mulch being placed around the trees. New planting possibly in November but weather dependant. Field to be cut around 14th October. Warning signs will be placed on the field.

9.3 **New Pavilion:** Separate Report attached.

10. Highways:

None.

11. Health and Safety and GDPR Updates:

11.1 **Tree Guard** – It was AGREED to deal with this when Jan Mitchel Health and Safety attends.

11.2 **Cozens – Inspection of Streetlights.** The quote would be £310. This was AGREED to undertake.

12. Planning:

12.1 **Housing Needs Survey** – Discussion as to whether a housing needs survey should be undertaken by Community Action Norfolk (CAN). It was AGREED to ask CAN

although the developer is paying for the survey, they have no influence on how the questions are asked and CAN are acting independently. Cllr D Arthur to lead on questions.

Decisions made by the Parish Council:

Ref: 24.0150/F Proposed garden shed structure Rowan House, High Street, Thornham, Hunstanton, Norfolk – No observations.

Decisions made by the Borough Council:

Ref: 24/01113/F Thornham 2 Pastures Court Thornham Hunstanton Norfolk PE36 6PA – Careful demolition of existing reductant pump house and then re construction in another location within the garden Application permitted 3 September 2024 Delegated Decision.

13. Correspondence:

- 13.1 Consultation on Economic Vision and Strategy: No comments.
- 13.2 Information Borough Council precept and second homes paying double council tax: Clerk to attend Borough Council regarding this and will report back.

14. Reports from Councillors and Clerk:

Saxon Shore meeting date Thursday 12th December to be held at Thornham at 7.30 pm. Brancaster Boardwalk opening attended by Cllr A Needham.

15. Items for Next Agenda:

None.

16. Date and Place of Next Meeting Wednesday 13 November 2024 at 7 pm in Thornham Village Hall.

Meeting closed at 8.30 pm

.....Chair

Dated:

THESE MINUTES ARE UNCONFIRMED UNTIL APPROVED BY FULL COUNCIL AND SIGNED ABOVE BY THE CHAIR

Thornham Jubilee Meadow Report

To Thornham Parish Council 9th October 2024

The very heavy rainfall earlier this week delayed the planned cut and lift on the meadow. Fortunately, at this point the ground condition is still fairly firm but as we all know from cutting our own short grass lawns cutting wet grass/hay is not an easy task. The sunshine and breeze of the last few days should help dry the meadow and facilitate the cut. While the work is taking place we strongly encourage dog walkers to keep their dogs on a lead and children should be kept under close supervision while heavy machinery is at work.

Three of the Trustees, John, Janet and Colin, met with Jules from Barcham Trees and Janek, who led the tree-planting team, on Thursday 3rd October to assess the current state of the trees and plan the second phase of tree planting. Our experts were pleased to note that only two trees had died considering the practical difficulties in keeping them well watered. One was a transplant from our existing tree cover which may have suffered root damage, the other was a new planting which had just not received enough water. The others were assessed as being in good health. The good news for the team was that we can now halt the watering programme until next spring. We hope the next phase will take place in November, though this is not absolutely critical, and of course timing is always dependent on weather and ground conditions.

Jules and Janek were also pleased to note the careful trimming and cutting back that had been done particularly along the western hedge. While maintaining good growth and cover for wildlife the trim should enable the existing trees that were overgrown by the hedge now have a much improved chance of surviving and growing well.

The team does have a key task to undertake and may look for help with a working party. We need to remove the hydration bags over the winter, weed the areas within the tree guards and then mulch the cleared area. The hydration bags will need to be pressure washed before they are repositioned in the spring to ensure water flows through effectively.

There is a real pleasure in walking the meadow through the changing seasons and we are pleased to see how many people are enjoying this.