**HARPLEY PARISH COUNCIL**

**Minutes of a meeting held on Thursday 30th January 2025 at 7.30pm at the Village Hall**

Present: Councillors A Case (Chairman), N Steed & J Pocklington

4 members of the public

Helen Morris – Freebridge Housing

County Councillor M Chenery

# **025/001 Apologies**

Apologies were received from Borough Councillor Beales.

# **025/002 Declarations of Interest**

None.

# **025/003 To approve the draft minutes from the meeting held on 4th December 2024**

It was PROPOSED (JP) SECONDED (NS) and unanimously approved to agree the minutes as a true record and were signed by the Chairman.

**025/004** **Questions and Comments from the Public**

A resident asked if the street signs in Mill Road and Mill Lane could be replaced. County Councillor Chenery said that it could come out of his Local Member fund. The Clerk would request the funding.

No reply had been received from Freebridge about the empty property in the village.

**025/005 To receive reports from County Councillor, District Councillor & Clerk**

**County and District Council reports**

County Councillor Chenery had circulated 3 reports prior to the meeting. He highlighted the ongoing discussion on devolution. Norfolk and Suffolk County Councils had asked the Government to go on the priority list to be considered as a Unitary authority.

The Council noted the report circulated from Borough Councillor Beales.

# **Clerks report.**

* New sign for play area - ordered
* Laptop – new laptop purchased December 24
* CIL funding – application towards new play equipment: the play company who visited the site in early January have still not supplied a quote – until the Council have costs for replacement equipment they will be unable to apply for grant funding
* Bt payphone – The Clerk had received confirmation that we have objected and BT have received our request to adopt the kiosk

Correspondence list

* KLWNBC – Planning lists
* Norfolk Community Foundation – Funding Newsletter
* KLWNBC – details of West Norfolk Community Grants
* Norfolk PTS newsletter
* KLWNBC – confirmation of Precept request
* Application for co-option to PC ( details circulated with this report)
* KLWNBC – Details of changes to invoicing
* TRO – Closure of Station Road, Great Massingham
* KLWNBC – details of budget proposals
* New Hospital programme update
* KLWNBC – Chief Executive and Leader PA – New Chief Executive visiting Great Massingham and Castle Acre Ward 24th March– invitation for 2 councillors from Harpley to attend
* Ron Bailey – update on Safety of lithium-ion batteries campaign

# **025/006 Planning**

24/01373/FM – Proposed residential development of 16 dwellings formerly Harpley Court, Lawrence Close – the Parish Council would submit the following comments: The Parish Council would like to see a higher % of affordable homes, at least one additional affordable unit, and that they are available to village residents/relations first prior to the properties being offered elsewhere.

Helen Morris had attended the meeting on behalf of Freebridge to feedback on discussion about the application. She would take the comments back to Freebridge but said that the Borough Council set the criteria for the number of affordable units and to whom they were offered. It may therefore be out of Freebridge’s hands. She would also feedback the comments on the empty property.

# **025/007 Finance**

The following accounts had been circulated and were read to those present at the meeting. It was unanimously agreed to approve the payments.

|  |  |  |  |
| --- | --- | --- | --- |
|   | **ACCOUNTS FOR PAYMENT Dec 24 Jan 25** |  |  |
| 05.12.24 | John Lewis | Laptop |  £ 299.99  |
| 27.12.24 | HMRC | PAYE |  £ 2.80  |
| 27.12.24 | Microsoft 365 | Annual Licence |  £ 59.99  |
| 27.12.24 | Contracts and Salaries | Salaries, PAYE, office costs |  £ 306.56  |
| 31.12.24 | Unity Trust Bank | Service charges |  £ 6.00  |
| 03.01.25 | AVG | Anti virus |  £ 75.00  |
| 03.01.25 | Borough of KLWN | Emptying of dog bins |  £ 733.20  |
| **Total** |   |   |  **£ 750.34**  |
| 31.12.24 | Income  | Interest |  £ 59.17  |
| **Total** |   |   |  **£ 59.17**  |

025/007/2 The Clerk had circulated the bank statements and monthly reconciliation. These were approved. Balances: Community ac £3735.80 Business ac £8849.29

# **025/008 Items For discussion**

025/008/1 Playground Inspection Report – It was PROPOSED SECONDED and Unanimously agreed to accept the quotation for the repairs to the play equipment excluding the repair to the Pod Swing Unit at a total cost of ££3667.60. The cost of repairs for the Pod Swing Unit were very high and it would be cheaper in the long run to replace this piece of equipment. The Clerk was asked by the Council to contact Proloudic to inform them of this and ask them to schedule the work and to quote for the removal of the Pod Swing Unit.

025/008/02 Resignation of Clerk – the Clerk had informed the Council that she would be retiring at the end of March. Her last working day would be the 31st. It was agreed to advertise the vacancy until the 21st February which would then give the Council time to interview and arrange a handover.

**025/009 To discuss casual vacancies and consider any applications**

The Council had been pleased to receive an application for co-option from Rosemary Edwards. It was PROPOSED (AC) SECONDED (JP) and unanimously agreed to co-opt her to the Council.

The Clerk confirmed the Declaration of Acceptance of Office had been signed.

**025/010 Items for Next Agenda**

Appointment of New Clerk

**025/011 Date of Next Meeting**

Thursday 27th March 2025.

Signed……………………………………………………………………Dated……………