

**Minutes of the Meeting of Filby Parish Council held on
Monday 6th November 2024 at 7.10pm at Filby Club Room**

Present: Adrian Thompson (Chairman)
Lynette Hutchinson
Derek Nicker
Ian Richardson
David Shaw
Catherine Moore, Parish Clerk

Also present: 13 members of the public plus PC Callum Ball and colleague.

1. Apologies for Absence

There were apologies for absence from Louise Elms.

2. Declaration of Interest for items on the agenda

None.

3. Minutes of the meeting held Wednesday 4th September 2024

The minutes of the meeting were **agreed**, proposed by David Shaw, seconded by Derek Nicker, all in favour.

4. Matters Arising from the Minutes

a) Highway Visibility at Pound Lane

Ian Richardson still had this in hand, and needed some volunteers.

ACTION: IR

b) Trees at Poplar Drive

The trees had had the crown raised.

5. Co-option of Parish Council

The Parish Council was free to co-opt, the form was available on the website or from the Parish Clerk.

6. Public Forum

a) Public

A member of the public asked for an update on the trees at Filby House, which had TPOs on. Adrian Thompson reported that there was a large TPO covering the land. Dead and dangerous trees had permission to be removed, however the Enforcement Officer and Tree Officer stopped work immediately following a site visit. The boundaries of the houses went up to Back Lane and the woods would be part of back gardens. The developer had agreed in principle that some of the woodland could be handed over to the Filby Woodland Trust, with a condition of a pedestrian access from the development to Back Lane. A fence would be erected. Concerns had been expressed about creating a thoroughfare. Ian Richardson had raised a complaint about the stakes obstructing the wheelchair access path. He would send a copy to the Clerk. It was noted that the bat survey had not been updated.

b) Borough Councillor

Adrian Thompson reported that the new name plates had been put up on various roads. Adrian noted that he had assurance that the burial ground concurrent function would not be removed. The Borough Plan was signed off on 17th October, so was on target for 2026. GYBC would be 3.2% worse off on budget that previously, with council tax being capped, £1.5M of cuts would need to be made.

c) County Councillor

No report.

d) Police

PC Callum Ball introduced himself as having taken over from Gary May. It had been a busy summer, being deployed as well as familiarising with the area. There had been a few vehicles caught by Speedwatch who needed words of advice rather than just a letter. There had been a series of burglaries through Caister but it had not progressed further. It was noted that crimes in the parish could be viewed on the police website. Parking outside the King's Arms in Fleggburgh had been monitored. Adrian Thompson noted that work was ongoing with Norfolk County Council.

7. **Planning**

a) New Applications

None.

b) Applications considered between meetings

06/24/0638/NMA Site off Main Road, Filby: Proposed non-material amendments to planning permission 06/20/0404/, to (i) change the approved materials of external finishes, (ii) change the design and appearance of glazed windows and doors, (iii) change the garage door designs, and (iv) provide alternative glazed entrance positions and designs.

OBJECTED

b) Decisions

None.

8. **Finance**

a) Finances 2024/25 To Date

The accounts to 31st October 2024 were noted, with £32,995.01 in the bank accounts, of which £7,600 was earmarked for the Neighbourhood Plan. Since the last meeting the following had been received:

- Precept and Concurrent Function Grant - £9,617.50
- Bank Interest - £57.23
- Allotments - £687.83
- VAT Reclaim - £1,805.16

David Shaw noted that the Boardwalk works were now complete. There were concerns about the legs in the water, this would be investigated. The bridge next to the road bridge had been repaired, although there may have been 6 still to replace. The ownership was still under discussion.

b) Payments

It was **agreed** to pay the following, proposed by Lynette Hutchinson, seconded by Derek Nicker, all in favour:-

C Moore	Salary Sept & Oct 2024	£421.60
HMRC	PAYE Sept & Oct 2024	£35.20
Filby Playing Field	Zip Wire Purchase	£1.00
Collective Community Planning	Neighbourhood Plan	£300.00
David Shaw	Boardwalk Sign	£34.20
ICO	Annual Subscription	£35.00
Collective Community Planning	Neighbourhood Plan	£1,860.00
Norfolk County Council	Land Rent	£950.00

9. Correspondence

- a) General Correspondence
None.

10. Reports on Parish Assets

- a) Allotments

The Clerk reported that the letters had been sent to all allotment holders outlining the new arrangements and rents from October 2025, and what would happen with the rent in April 2025. One October 2024 rent remained outstanding.

- b) Drainage, Footpaths and Highways

Ian Richardson reported that the wheelchair access path needed to be repaired, it was **agreed** to put down Type 1 with a whacker. The entrance also needed work. This would be looked at under Parish Partnership later in the meeting. The Clerk was asked to check when Filby Heath resurfacing would take place.

ACTION: Clerk

- c) Claypits

The Type 1 surfacing had held well. The Claypits needed strimming work.

11. Neighbourhood Plan

- a) Update

Adrian Thompson reported that the Design Codes had been drafted, and the Neighbourhood Survey had taken place. The Clerk was asked to update the website with the results.

ACTION: Clerk

The survey had 125 responses in total. The Design Codes document was a work in progress.

12. Other Matters

- a) Parish Partnership Scheme

Reinstatement of wheelchair access path – it was **agreed** to apply for £2,500 total including Type 1, whacker hire and any edging needed, of which £1,250 would be the Parish Council contribution. It was **agreed** to make an application. **ACTION: Clerk**

- b) Zip Wire: Maintenance and monthly operational inspections

Adrian Thompson would speak with the Playing Field inspector to ask him to be trained and carry out the inspections for the Parish Council.

ACTION: AT

- c) Draft Budget 2025/6

The budget was discussed and various amendments made. Quotes would be needed for the Millenium Shelter, and the Boardwalk.

- d) Meeting Dates 2025

The meeting dates were **agreed**.

13. Items for the next agenda

It was noted that hedge needed cutting back at Ormesby Lane junction with the Main Road. The Clerk would report this.

ACTION: Clerk

It was suggested that mirror could help pedestrians with visibility.

14. Date of Next Meeting

The next meeting would take place on **Wednesday 8th January 2025** at 7pm at Filby Club Room. Agenda items to the Clerk by 18th December 2024.

The meeting closed at 8.40pm.

CHAIRMAN