

FINCHAM PARISH COUNCIL

Minutes of the Annual Meeting of Fincham Parish Council held on **Wednesday 23 July 2025** starting at **7.30pm** in **Fincham Memorial Hall**, High Street, Fincham, King's Lynn PE33 9EJ

Present:

Cllr O'Brien (Chairman), Cllr D Stringer, Cllr P Saxelby, Cllr J Lunan, Cllr R Underhill and Cllr R Claydon

Clerk: Rob Shaw PSLCC – Introduced and employed from this meeting.

Press: 0

Public: 1

1. To note members attendance & receive apologies for absence
To Note Apologies from Cllr S Blackmur

2. To receive declarations of interest & consider any requests for dispensation
None Received

3. To approve minutes of meeting held on 28 May 2025
The Minutes were received and accepted as a true record of the meeting held.

Proposed – Cllr Stringer – **Seconded** – Cllr Lunan – All Agreed

4. Appointment of Clerk/Responsible Finance Officer

The New Clerk/ RFO, Rob Shaw, was introduced to the council and appointed as the proper officer to Fincham Parish Council from this date – 23/07/2025. The New Clerk then clerked the meeting from this point.

5. Public forum

The member of the public (MOP) raised a couple of issues, as he had via email previously, that the farm traffic passing next to his property was causing problems. They are thundering past and making the property shake, with complete disregard for their surroundings. There seem to have been a couple of close calls / near misses at the spot on Marham Hill and the concern apart from property damage is that they may be an accident involving members of the public.

It was discussed that there is little that can be done by the Parish Council regarding this issue in the first instance. BC Moriarty interjected and passed on the details of CC Long to see if he could act on behalf of the MOP and liaise with the Highways department to see if there is something that can be done.

Cllr Saxelby suggested that maybe a bell type device on the corner of the property to help reduce the corner cutting may work. Cllr Lunan mentioned that she had met with the MOP and had seen a manhole on the corner of the property that may prevent this, and also that kerb stones had been dislodged- which had been reported to NCC.

There was also mentioned possible illegal use of the Fire Hydrant being used on Broughton Road – This will be monitored and reported to Anglian Water and the Fire Brigade if it is seen to happen again.

6. Reports

- 1.1. Norfolk County Councillor – Apologies sent from CC Long – Nothing to report
- 1.2. BCKLWN District Councillor/s – BC Devulapalli reported on the work that has been given the go ahead in King's Lynn on the Guild Hall and the suggested the benefits to the area from tourism once completed. It was also mentioned that the Devolution process was underway and votes for a single Mayor would likely take place in May 2026.
- 1.3. BC Moriarty produced a flyer to the councillors prior to the meeting to bring them up to date with the current devolution process. He also then reiterated the works to be done in the town at the Guild building and referenced that "Shakespeare" may have trod the boards and this would help with tourism to the town.

BC Devulapalli left the meeting at 7.52 pm

7 To report on matters arising from previous minutes or not elsewhere on the agenda (information only)

A miss typed entry in this year's AGAR was spotted and PKF Littlejohn was notified, and the issue has been rectified by the Chair and acting Clerk at the time due to time frames involved with in the external audit. To ratify that this change has taken place.

8 Finance

- 1.4. Receive details of monthly receipts (if applicable) – **VAT Claim Received.**
- 1.5. Note transfer of £5000 from current to savings - **Noted**
- 1.6. Approve monthly expenditure* - **Approved – Proposed Cllr Underwood – Seconded Cllr Saxelby – All agreed**
- 1.7. Review reconciled cashbook* - **Noted**
- 1.8. Consider Insurance Policy Renewal – Policy is in force – **Continuation agreed**
- 1.9. Note the VAT Claim – **Noted in Receipts**
- 1.10. Review Assets Register* - **To be reviewed – Clerk to circulate**
- 1.11. Microsolv - discuss possible renewal – **agreed to discontinue as not required**
- 1.12. Approve spend for new Laptop computer and mobile phone for Clerk use – **Amount agreed of £500 for New Laptop and Virtual Landline agreed to save costs.**
- 1.13. To note amendment to AGAR form - Accounting Statements 2024-25* -referred to in item 7
- 1.14. Cllr Annual Return - comments from Borough Council. – **to be investigated as TROD never finished or invoiced – report and comments returned to CIL (Amanda Driver) via Cllr Lunan- Additional funds may need to be raised – (Parish Partnership) – Copy in BC Moriarty in findings – Check EDP as notification of funding reported on - Clerk to Action**
- 1.15. Scribe Accounts package - Consider renewal – **Agreed to remove as not required**
- 1.16. Agree change of Internal Auditor as per NALC guidelines – **Discussed and agreed to be put in place as required early 2026**

BC Moriarty left the meeting 8.35 pm

. Planning

- 1.17. Consultations on applications
25/01038/F - Mobile home at Hawks view, Swan Lane.

Parish Council Neither approve nor reject this application – Notice to be sent to Planning to confirm

- 1.18. Decisions received - **None**

10 Parish matters

10.1 - *Return of health & safety inspection sheets / report issues requiring attention –*

Inspection sheets returned to Clerk - - Sign at Marham Rd / Lynn Rd to be cleaned and Village Gates to be repainted – Clerk to obtain quotes.

10.2 *Nature Reserve – receive update (if applicable)* – Grass cut to good standard little use of the area was reported.

10.3 *Allotments – receive update* – One plot was about to be relinquished and was immediately filled from another interested party – to be confirmed
Payback team will now visit bi-monthly due to lack of work required at this time. The next visit will be in September.

10.4 *SAM2 – receive service update* – The camera will be sited in the village again as Crimplesham are trying to recruit councillors and have no one available at this time to take on the camera installation.

10.5 *Defibrillator – receive update* – The defib had been removed from its cabinet but not used in the last month – All checks done and working as it should be.

10.6 *Footpaths – receive update* – reported that Footpaths had been cut and there were no issues, it was also reported that the Kissing Gate – Near Churchill Crescent needs to be repaired – NCC have been notified. Landowner will be notified.

10.7 *TROD – receive update (if applicable)* – Covered in financials 1.14-Clerk to action

10.8 *Biodiversity – receive update*. Report read out by Cllr Stringer – Report Attached.

11. To hear correspondence received & consider action

All correspondence had been circulated to Councillors prior to the meeting and read.

12. Newsletter

Date of next edition & items for inclusion – Next Issue will be produced in time for the August Bank Holiday – Items to be included will be Bio- Diversity – The Use of recycling bins within the village – The lifting of the restriction for Dog owners on the memorial hall grounds.

13. Internal Council Affairs

13.1 Handover of Council office equipment and files to new Clerk – This was actioned

14. To propose agenda items for next meeting- Deadline for items will be September 17th

15. To confirm date & time of next meeting

Wednesday 24 September 2025 at 7.30pm.

16. Meeting Closed at 9.30