



TOWN COUNCIL MEETING

Roxley Hall, Yarmouth Road, Thorpe St Andrew, NR7 0QF
Tel/Fax: (01603) 701048 **Email: office@thorpestandrew-tc.gov.uk**

11/01/23

Notice of Town Council Meeting

You are hereby summoned to attend the meeting of Thorpe St Andrew Town Council to be held at the Roxley Hall on 16th January 2023 at 7.30pm for the purpose of transacting the following business.

Thomas Foreman

Thomas Foreman Clerk to the Council

AGENDA

- 1 Attendance book and apologies for absence.**
- 2 Declarations of interest in items on the agenda.**
- 3 To confirm the minutes of the Town Council meeting held on 12th December 2022**
- 4 Announcements (For information only)**
To receive announcements from
 - (i) The Town Mayor
 - (ii) The Clerk
- 5 Public participation –To consider a motion to suspend the meeting to allow members of the public the opportunity to address the meeting on items being considered during the meeting (limited to 3 minutes each).**
 - (i) Norfolk Constabulary
 - (ii) County and District Councillors
Report from Councillor John Ward
 - (iii) Members of the public
- 6 Finance**
 - (i) Payment List – attached
 - (ii) Bank Reconciliation Statement - attached
 - (iii) Quarterly Update - attached
- 7 Norfolk SEN Network – Correspondence Attached**
- 8 Events Committee Update/Thorpe Flypast – Verbal Report**
- 9 Grounds Maintenance Tenders – Confidential Report to be tabled**
- 10 Planning Applications:**
 - (i) 20212060 Langley South:** Outline planning application for up to 175 dwellings (up to 22,000sq.m.)(Use Class C3), open space provision, access, internal estate roads, paths, vehicle and cycle parking, drainage, and all associated works and operations including but not limited to demolition, earthworks, highway works and engineering operations, with the details of appearance, landscaping, layout, and scale reserved for later determination
 - (ii) 20212058 Pinebanks:** Outline planning application for up to 295 dwellings (up to 28,000sq.m.)(Use Class C3), open space provision, access, internal estate roads, vehicle and cycle parking, drainage and all associated works and operations including but not limited to demolition, earthworks, highway works and engineering operations, with the details of appearance, landscaping, layout and scale reserved for later determination
 - (iii) 20212059 Langley North:** Outline planning application for up to 105 dwellings (up to 9,000sq.m.)(Use Class C3), open space provision, access, internal estate roads, paths, vehicle and cycle parking, drainage and all associated works and operations including but not limited to demolition, earthworks, highway works and engineering operations, with the details of appearance, landscaping, layout, and scale reserved for later determination
 - (iv) 20212061 Griffin Lane:** Outline planning application for up to 150 dwellings (up to 12,000sq.m.)(Use Class C3) including dwellings classified as affordable housing, open space provision, access, internal estate roads, paths, vehicle and cycle parking, drainage, highways works and all associated works and operations including but not limited to demolition, earthworks, and engineering operations, with the details of appearance, landscaping, layout, and scale reserved for later determination

Future Agenda Items. (Not for discussion)

**THORPE ST ANDREW TOWN COUNCIL
MINUTES OF THE TOWN COUNCIL MEETING
HELD ON 5th DECEMBER 2022 AT 7:30PM**

1 PRESENT:

Miss S Lawn (Town Mayor)	Mr T Grant-Fordham
Mrs T Mancini-Boyle	Mr T Garner
Mr F Bowe	Mr S Snelling
Mr J Fisher	Mr J Ward
Mrs J Fisher	Mr J Emsell

APOLOGIES:

Mr M Lake, Mr C Eden, Mr P Berry, Mr J Boast, Ms M Friend, Mr L Reeves

IN ATTENDANCE: Dr T. Foreman (Locum CEO), Mrs R McCarthy (OM/RFO) Mr J Calver (Parks and Estates Supervisor), two officers from Norfolk Police, two members of the public.

2 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA
None

3 TO CONFIRM THE MINUTES OF THE TOWN COUNCIL MEETING HELD ON 7TH NOVEMBER 2022
The minutes of the meeting held on 7th November 2022 were agreed and signed as a true record.

4 ANNOUNCEMENTS (FOR INFORMATION ONLY)
To receive announcements from

- (i) The Town Mayor- Miss S Lawn provided an update on the recent events and thanked all those officers and Councillors who made them a success. Further, Miss S Lawn detailed her activities during the past month and duties leading up to Christmas including attendance at the school carol service.
- (ii) The Clerk- Dr T Foreman updated the meeting his activities throughout the month, some of which appear on the agenda of this meeting.

5 PUBLIC PARTICIPATION –TO CONSIDER A MOTION TO SUSPEND THE MEETING TO ALLOW MEMBERS OF THE PUBLIC THE OPPORTUNITY TO ADDRESS THE MEETING LIMITED TO 3 MINS EACH
The Meeting was suspended following a proposal from Miss S Lawn, seconded by Mr S Snelling.

- (i) Norfolk Constabulary – The officers from Norfolk Police provided an overview of activities they had been involved with over the previous year and the Town Council thanked them for their ongoing support, particularly with the events which officers had attended. Ongoing issues within the town were discussed, as was the move to the new Broadland Police Station.
- (ii) County and District Councillors –Mrs T Mancini-Boyle provided details of grants currently available from Broadland District Council, including the 'warm rooms' initiative to deal with the rising cost of living. Dr T Foreman confirmed the Town Council has been successful in gaining this grant funding and the sessions had begun that day.

- (iii) Members of the public – Both members of the public expressed appreciation for the Council's work over the previous year and wished Councillors a Merry Christmas. A follow-up question was asked relating to River Green sewage which was answered by the Locum CEO.

6 REPORT OF THE PARKS AND ESTATES SUPERVISOR

Mr J Calver circulated a written report detailing the work of the Parks and Estates team over the previous 6 months. Councillors were very supportive of the work which had been undertaken and expressed appreciation for the scale of work being done within the community, particularly during a period of staff shortage.

7 FINANCE

- (i) Payments List was agreed and signed as a true record.
- (ii) Bank Reconciliation Statement was agreed and signed as a true record.

8 DRAFT MINUTES OF COMMITTEE MEETINGS.

- (i) Planning and Environment Meeting – noted

9 ON-STREET ELECTRIC CHARGING

The Town Council received a presentation relating to the government funded Char.gy project. This was welcomed by the Town Council and it was proposed by Mrs T Mancini-Boyle, seconded by Miss S Lawn and on a show of hands with all in favour **RESOLVED** to approve a memorandum with Char.gy and authorise them to undertake a survey.

10 CRICKET UPDATE

Mrs R McCarthy provided an update on the future use of Fitzmaurice Park for league cricket. It was explained that the current club had decided not to continue playing at the Park in 2023/24 and therefore the cricket square would be reduced in size and made available for recreational cricket. It would continue to be maintained so that it could be used in future years for league cricket and other sport uses may be considered if appropriate. The Town Council **NOTED** this update.

11 QUOTATIONS FOR LANDSCAPING AND MAINTENANCE

Mr J Calver provided an overview of quotations for landscaping work required across the Town Council owned parks. It was proposed by Mrs T Mancini-Boyle, seconded by Mr J Fisher and on a show of hands with all in favour **RESOLVED** to appoint contractor A at a cost not to exceed £12,315 + VAT.

12 HEARTSEASE ROUNDABOUT CONSULTATION

The Town Council had wide ranging discussions related to the proposed changes to the Heartsease roundabout, which borders Thorpe St Andrew. The principle of changes to the roundabout were welcomed, especially efforts to improve safety for cyclists and pedestrians. The improvements to crossings were seen as positive, but there were some concerns that the proposed positions would lead to queuing on the roundabout. Although traffic would be slow approaching the crossings as they enter the roundabout, those exiting the roundabout would likely be picking up speed and therefore become a hazard. Following input from the Police, it was felt that the use of high traction surfacing (such as shale) near to crossings would increase safety in this area. There was a strong feeling that the changes to the roundabout are likely to lead to increased traffic on surrounding roads such as Aerodrome, Margetson, Piling, and Gordon Avenue. The Town Council would like to see traffic calming measures in these areas, and others which are likely to see an increase in traffic because of these changes. The impact on these roads is likely to be significantly

greater if there are significant amounts of queuing traffic, which it was felt is likely with the reduction to one lane of traffic entering the roundabout. Therefore, any mitigations to prevent these issues should be considered.

The Town Council believe the proposed layout could create conflict between cyclist and motorist, and therefore alternatives for cyclists to navigate the roundabout could improve safety and traffic flow.

The Town Council also felt that there should be more work done to improve visibility within the plans. The height of the roundabout, especially when entering from the ring road, prevents good visibility of vehicles entering the roundabout from Harvey Lane. Changes to reduce the height of the roundabout would therefore be beneficial.

The Town Council would welcome any additional detail related to the concerns it raises and would be happy to review its comments based on this information.

13 TO CONSIDER A MOTION TO EXCLUDE PRESS AND PUBLIC FROM THE MEETING UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960, AS AMENDED BY THE LOCAL GOVERNMENT ACT 1972 SS 100 AND 102 DUE TO THE DISCLOSURE OF COMMERCIAL INFORMATION

It was proposed by Miss S Lawn, seconded by Mrs T Mancini-Boyle and on a show of hands with all in favour **RESOLVED** to close the meeting to press and public.

14 UPDATE ON RIVER GREEN

Dr T Foreman provided details of the ongoing legal issues related to River Green and the potential timescale for an outcome to be decided. It was proposed by Miss S Lawn, seconded by Mrs J Fisher and on a show of hands with all in favour **RESOLVED** that the earmarked reserve for River Green Enforcement/Maintenance is committed to defending the legal challenge.

15 CHIEF EXECUTIVE OFFICER RECRUITMENT AND LOCUM CONTRACT

Miss S Lawn introduced the suggestion to postpone the recruitment for a new CEO until after the local council elections in 2023.

Dr T Foreman confirmed his ongoing availability to fulfil the Locum CEO role if required and withdrew from the meeting.

There was further discussion relating to the timescales of the ongoing legal matters being managed by the locum CEO, which was considered under the previous agenda item. In addition, there were matters raised in relation to consistency for the officer team, and the proximity to the local government elections in 2023. There was wide-ranging support for extending the locum contract to provide this consistency and enable the Council to run a recruitment exercise at a time of its choosing, following the May 2023 elections.

Following discussion, it was proposed by Miss S Lawn, seconded by Mr John Ward and on a show of hands with all in favour **RESOLVED** that the Locum CEO contract be extended with Politis until 30th June 2023.

Future Agenda Items. (Not for discussion)

With no further business the meeting closed at 21.07hrs

Signed

Chairman _____

Date _____

1st January 2023

Report from Councillor John Ward

Broadland District Council

On 15.12.22, along with other local District Councillors, I had a tour of the new Police Hub at Postwick which covers all of Broadland. It is an impressive building housing Traffic, Firearms, Dog Handlers, C.I.D., Forensics, and a Child & Vulnerable Adult Abuse Unit.

For the May Elections, persons standing for District Council will only need two nomination signatures, the same as for Parish/Town.

Everybody turning up at the Polling Station will need to provide photo I.D. i.e. passport, driving licence,, bus pass etc.

Anybody without photo I.D. can apply for a voter registration card from the government.

The owners of Pinebanks and the the two school sites on Yarmouth Road and Griffin Lane have submitted new planning applications for these sites and are now proposing 260 homes at Pinebanks, 90 at Langley North, 70 at Langley South and 130 at Griffin Lane.

Norfolk County Council

The Norfolk Assistance Scheme is open to those experiencing problems with the cost of living. or 0344 800 8020

North Walsham Road will be closed, except for access, from Allens Lane to Mounteney Close from 16/1 to 3/2 for gas main replacement.

From 1st Jan to 31st March there will be a £2 bus fare cap on all single bus journeys in Norfolk (except operators Lynx, WNCT, & Vectare). This is part of the Government's Help for Households Campaign.

For those worried about being made homeless, support is available from Norfolk Community Advice Network. The helpline is open Mon-Fri 10-4.
or 0333 9968333.

Thorpe St Andrew Town Council

PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
910	Vehicle Maintenance	06/12/2022		Bank 1 Current Accou	BACS	Vehicle maintenance	Ben Burgess	S	65.85	13.17	79.02
911	Vehicle lease	06/12/2022		Bank 1 Current Accou	BACS	Scag Mower Hire	Ben Burgess	S	440.00	88.00	528.00
912	Dussindale maintenance	06/12/2022		Bank 1 Current Accou	BACS	Pest control	Burrell Pest control	X	70.00		70.00
912	Hillside maintenance	06/12/2022		Bank 1 Current Accou	BACS	Pest control	Burrell Pest control	X	70.00		70.00
913	Town Hall	06/12/2022		Bank 1 Current Accou	BACS	Pest control	Burrell Pest control	X	80.00		80.00
914	Xmas Event	06/12/2022		Bank 1 Current Accou	BACS	Xmas goods	Mr J Calver	X	49.40		49.40
915	Xmas Event	06/12/2022		Bank 1 Current Accou	BACS	Fire & First Aid Cover	Falcon Fire & Rescue Ltd	S	540.00	108.00	648.00
916	Health & Safety	06/12/2022		Bank 1 Current Accou	BACS	Uniform	Mainman	S	169.72	33.95	203.67
917	Legal charges	06/12/2022		Bank 1 Current Accou	BACS	Legal fees	Norfolk County Council	S	1,801.30	360.26	2,161.56
918	Additional Events	06/12/2022		Bank 1 Current Accou	BACS	Winter Ball Deposit	The Oaklands	S	250.00	50.00	300.00
919	Town Hall	06/12/2022		Bank 1 Current Accou	BACS	Refund	Trade UK	S	-17.87	-3.58	-21.45
920	Xmas Event	06/12/2022		Bank 1 Current Accou	BACS	Goods Xmas Event	Trade UK	S	73.40	14.69	88.09
921	Roxley Hall Loan	06/12/2022		Bank 1 Current Accou	BACS	Loan Payment	Public Works Loan Board	S	8,228.00	1,645.60	9,873.60
922	Office equipment	06/12/2022		Bank 1 Current Accou	BACS	Telephones	Mr T Foreman	S	578.16	115.65	693.81
923	Lettings	06/12/2022		Bank 1 Current Accou	BACS	Refund of Hire		S	65.63	13.12	78.75
924	Telephone	01/12/2022		Bank 1 Current Accou	DD	Mobile Telephones	02	S	52.44	10.49	62.93
924	Telephone	01/12/2022		Bank 1 Current Accou	DD	Mobile Telephones	02	S	43.72	8.74	52.46
925	Gas	01/12/2022		Bank 1 Current Accou	DD	Gas - Roxley Hall	SSE	L	176.59	8.82	185.41
926	Electricity	01/12/2022		Bank 1 Current Accou	DD	Electricity - Morse Pavilion	SSE	S	371.45	74.29	445.74
927	Morse Pavilion	01/12/2022		Bank 1 Current Accou	BACS	Water Pump	Panks	S	2,587.35	517.47	3,104.82
928	Materials fixtures & fittings	10/12/2022		Bank 1 Current Accou	BACS	Cable ties	Builders Equipment	S	43.17	8.64	51.81
929	Maintenance contract	10/12/2022		Bank 1 Current Accou	BACS	Streetlighting Contract	Cozens UK Ltd	S	400.00	80.00	480.00
930	Xmas Event	10/12/2022		Bank 1 Current Accou	BACS	Sweets Xmas event		X	37.50		37.50
931	Office equipment	10/12/2022		Bank 1 Current Accou	BACS	IT equipment	Mr T Foreman	X	44.97		44.97
932	Equipment Hire	10/12/2022		Bank 1 Current Accou	BACS	Skip Hire	PSH Environmental	S	255.00	51.00	306.00
933	Electricity (Toilets)	10/12/2022		Bank 1 Current Accou	BACS	Electricity - River Green Toile	TotalEnergies Gas & Power L	L	50.87	2.54	53.41
934	Water rates	10/12/2022		Bank 1 Current Accou	BACS	Water charges - Morse	Wave	X	393.50		393.50
935	Water rates	10/12/2022		Bank 1 Current Accou	BACS	Water charges - Recreation Gr	Wave	Z	56.05		56.05
936	Salary	10/12/2022		Bank 1 Current Accou	BACS	December salary		X	1,647.53		1,647.53
937	Salary	10/12/2022		Bank 1 Current Accou	BACS	December salary		X	1,415.53		1,415.53
938	Salary	10/12/2022		Bank 1 Current Accou	BACS	December salary		X	1,428.93		1,428.93
939	Salary	10/12/2022		Bank 1 Current Accou	BACS	December salary		X	1,457.53		1,457.53

Thorpe St Andrew Town Council

PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
940	Salary	10/12/2022		Bank 1 Current Accou	BACS	December salary		X	1,865.16		1,865.16
941	Salary	10/12/2022		Bank 1 Current Accou	BACS	December salary		X	1,427.68		1,427.68
942	Salary	10/12/2022		Bank 1 Current Accou	BACS	December salary		X	620.19		620.19
943	Salary	10/12/2022		Bank 1 Current Accou	BACS	December salary		X	1,261.21		1,261.21
944	Salary	10/12/2022		Bank 1 Current Accou	BACS	tax/nic	HMRC	X	294.03		294.03
945	Employers NIC	10/12/2022		Bank 1 Current Accou	BACS	employers nic	HMRC	X	187.71		187.71
946	Salary	10/12/2022		Bank 1 Current Accou	BACS	tax/nic	HMRC	X	221.36		221.36
947	Employers NIC	10/12/2022		Bank 1 Current Accou	BACS	employers nic	HMRC	X	135.19		135.19
948	Salary	10/12/2022		Bank 1 Current Accou	BACS	tax/nic	HMRC	X	168.08		168.08
949	Employers NIC	10/12/2022		Bank 1 Current Accou	BACS	employers nic	HMRC	X	129.35		129.35
950	Salary	10/12/2022		Bank 1 Current Accou	BACS	tax nic	HMRC	X	179.36		179.36
951	Employers NIC	10/12/2022		Bank 1 Current Accou	BACS	employers nic	HMRC	X	135.19		135.19
952	Salary	10/12/2022		Bank 1 Current Accou	BACS	tax nic	HMRC	X	407.98		407.98
953	Employers NIC	10/12/2022		Bank 1 Current Accou	BACS	employers nic	HMRC	X	230.90		230.90
954	Salary	10/12/2022		Bank 1 Current Accou	BACS	Tax NI	HMRC	X	230.41		230.41
955	Employers NIC	10/12/2022		Bank 1 Current Accou	BACS	Employers NIC	HMRC	X	124.21		124.21
956	Salary	10/12/2022		Bank 1 Current Accou	BACS	Tax NI	HMRC	X	40.00		40.00
957	Employers NIC	10/12/2022		Bank 1 Current Accou	BACS	Employers NIC	HMRC	X	86.02		86.02
958	Student Loan	10/12/2022		Bank 1 Current Accou	BACS	Student Loan	HMRC	X	39.00		39.00
959	Salary	10/12/2022		Bank 1 Current Accou	BACS	pension	Norfolk Pension Fund	X	137.69		137.69
960	Pension Employer	10/12/2022		Bank 1 Current Accou	BACS	pension employer	Norfolk Pension Fund	X	508.38		508.38
961	Salary	10/12/2022		Bank 1 Current Accou	BACS	pension	Norfolk Pension Fund	X	100.78		100.78
962	Pension Employer	10/12/2022		Bank 1 Current Accou	BACS	pension employer	Norfolk Pension Fund	X	417.04		417.04
963	Salary	10/12/2022		Bank 1 Current Accou	BACS	pension	Norfolk Pension Fund	X	98.33		98.33
964	Pension Employer	10/12/2022		Bank 1 Current Accou	BACS	employers pension	Norfolk Pension Fund	X	406.88		406.88
965	Salary	10/12/2022		Bank 1 Current Accou	BACS	pension	Norfolk Pension Fund	X	100.78		100.78
966	Pension Employer	10/12/2022		Bank 1 Current Accou	BACS	employers pension	Norfolk Pension Fund	X	417.04		417.04
967	Salary	10/12/2022		Bank 1 Current Accou	BACS	pension	Norfolk Pension Fund	X	158.03		158.03
968	Pension Employer	10/12/2022		Bank 1 Current Accou	BACS	employers pension	Norfolk Pension Fund	X	583.48		583.48
969	Salary	10/12/2022		Bank 1 Current Accou	BACS	Pension	Norfolk Pension Fund	X	36.10		36.10
970	Employers Pension	10/12/2022		Bank 1 Current Accou	BACS	Pension Employer	Norfolk Pension Fund	X	157.51		157.51
971	Salary	10/12/2022		Bank 1 Current Accou	BACS	Pension	Norfolk Pension Fund	X	80.12		80.12
972	Employers Pension	10/12/2022		Bank 1 Current Accou	BACS	Employers Pension	Norfolk Pension Fund	X	331.52		331.52
973	Fuel	13/12/2022		Bank 1 Current Accou	DD	Fuel	Fuel Genie	S	297.13	59.42	356.55
973	Fuel & machinery mainten	13/12/2022		Bank 1 Current Accou	DD	Fuel	Fuel Genie	S	207.48	41.48	248.96

Thorpe St Andrew Town Council

PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
974	Vehicle lease	15/12/2022		Bank 1 Current Accou	DD	Lease payment	Bussey & Sabberton	S	360.16	72.03	432.19
975	Xmas Event	15/12/2022		Bank 1 Current Accou	BACS	Goods Xmas Event	Thorpe St Andrew Dementia	S	189.84	37.95	227.79
976	Xmas Event	15/12/2022		Bank 1 Current Accou	Credit Card	Goods Xmas Event	Amazon	S	15.82	3.16	18.98
977	Xmas Event	15/12/2022		Bank 1 Current Accou	Credit Card	Goods Xmas Event	Amazon	S	112.41	22.48	134.89
978	Telephone	15/12/2022		Bank 1 Current Accou	Credit Card	Microsoft Teams	Microsoft	E	26.61		26.61
979	Subscriptions	15/12/2022		Bank 1 Current Accou	Credit Card	Adobe Subscription	Adobe	E	26.49		26.49
980	Fireworks	15/12/2022		Bank 1 Current Accou	Credit Card	Refreshments	ASDA	X	35.55		35.55
981	Subscriptions	15/12/2022		Bank 1 Current Accou	Credit Card	Canva Subscription	Canva	S	83.33	16.66	99.99
982	Fireworks	15/12/2022		Bank 1 Current Accou	Credit Card	Refreshments	Morrisons	X	20.00		20.00
983	Stationery	15/12/2022		Bank 1 Current Accou	Credit Card	Paper	Amazon	S	28.95	5.79	34.74
984	Stationery	15/12/2022		Bank 1 Current Accou	Credit Card	Stationery	Amazon	S	6.52	1.30	7.82
985	Fireworks	15/12/2022		Bank 1 Current Accou	Credit Card	Hand Stamps	Amazon	S	12.48	2.49	14.97
986	Xmas Event	15/12/2022		Bank 1 Current Accou	Credit Card	Colouring Books	Mixam	S	159.99	32.00	191.99
987	Town Hall	15/12/2022		Bank 1 Current Accou	Credit Card	Door Stops	B&M	X	2.99		2.99
988	Xmas Event	15/12/2022		Bank 1 Current Accou	Credit Card	Goods Xmas Event	Norwich Camping & Leisure	S	1.66	0.33	1.99
989	Cleaning	15/12/2022		Bank 1 Current Accou	Credit Card	Goods Xmas Event	Norwich Camping & Leisure	S	3.89	0.78	4.67
989	Xmas Event	15/12/2022		Bank 1 Current Accou	Credit Card	Goods Xmas Event	Norwich Camping & Leisure	S	30.32	6.06	36.38
990	Xmas Event	15/12/2022		Bank 1 Current Accou	Credit Card	Refreshments	East of England CO OP	S	8.70	1.74	10.44
990	Xmas Event	15/12/2022		Bank 1 Current Accou	Credit Card	Refreshments	East of England CO OP	Z	4.40		4.40
991	Office equipment	15/12/2022		Bank 1 Current Accou	Credit Card	Cabling	Amazon	S	7.95	1.60	9.55
992	Cleaning (Toilets)	16/12/2022		Bank 1 Current Accou	BACS	Cleaning Materials	Bunzl	S	141.00	28.20	169.20
992	Cleaning	16/12/2022		Bank 1 Current Accou	BACS	Cleaning Materials	Bunzl	S	141.00	28.20	169.20
992	Cleaning	16/12/2022		Bank 1 Current Accou	BACS	Cleaning Materials	Bunzl	S	141.00	28.20	169.20
992	Cleaning and cleaning materi	16/12/2022		Bank 1 Current Accou	BACS	Cleaning Materials	Bunzl	S	141.00	28.20	169.20
993	Electricity	16/12/2022		Bank 1 Current Accou	BACS	Electricity - River Green	E.on	L	45.10	2.26	47.36
994	Xmas Event	16/12/2022		Bank 1 Current Accou	BACS	Goods Xmas Event	Miss B Emsell	S	38.32	7.66	45.98
995	Cafe	16/12/2022		Bank 1 Current Accou	BACS	Electrical work - Cafe	M D Thompson	S	40.46	8.10	48.56
996	Morse Pavilion	16/12/2022		Bank 1 Current Accou	BACS	Vandalism - Morse Toilets	Clive Pilgrim	X	230.00		230.00
997	Park maintenance	16/12/2022		Bank 1 Current Accou	BACS	Plants	Taverham Nursery Centre	S	35.42	7.08	42.50
997	Miscellaneous	16/12/2022		Bank 1 Current Accou	BACS	Plants	Taverham Nursery Centre	E	29.74		29.74
998	Energy charge	16/12/2022		Bank 1 Current Accou	BACS	Electricity - Streetlights	TotalEnergies Gas & Power L	S	3,760.52	752.10	4,512.62
999	Telephone	16/12/2022		Bank 1 Current Accou	BACS	Telephone - Roxley	Virgin Media Business	S	39.00	7.80	46.80
1000	Additional Events	16/12/2022		Bank 1 Current Accou	BACS	Entertainer	The JRB	S	100.00	20.00	120.00
1001	Telephone	22/12/2022		Bank 1 Current Accou	DD	Barrier line rental	Wireless Logic Ltd	S	4.00	0.80	4.80
1002	Computer/Photocopier	22/12/2022		Bank 1 Current Accou	BACS	Photocopier Toner	Aurora	S	67.50	13.50	81.00

Thorpe St Andrew Town Council

PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
1003	Vehicle lease	22/12/2022		Bank 1 Current Accou	BACS	Scag Mower Hire	Ben Burgess	S	440.00	88.00	528.00
1004	Receipts and payments	22/12/2022		Bank 1 Current Accou	BACS	Sleepers	M R Ellis	S	445.25	89.05	534.30
1005	CEO Salary	22/12/2022		Bank 1 Current Accou	BACS	Locum Services	Politis Ltd	S	4,800.00	960.00	5,760.00
1006	Town Hall	22/12/2022		Bank 1 Current Accou	BACS	Defibrillator Battery	WEL Medical	S	196.49	39.30	235.79
1006	Morse Pavilion	22/12/2022		Bank 1 Current Accou	BACS	Defibrillator Battery	WEL Medical	S	196.49	39.30	235.79
1006	Roxley Hall	22/12/2022		Bank 1 Current Accou	BACS	Defibrillator Battery	WEL Medical	S	196.48	39.29	235.77
1006	River Green maintenance	22/12/2022		Bank 1 Current Accou	BACS	Defibrillator Battery	WEL Medical	S	196.49	39.30	235.79
1007	Gas	23/12/2022		Bank 1 Current Accou	DD	Gas - Morse Pavilion	SSE	L	138.32	6.91	145.23
1008	Electricity	23/12/2022		Bank 1 Current Accou	DD	Electricity - Morse Pavilion	SSE	S	372.37	74.47	446.84
1009	Bottle Bank	28/12/2022		Bank 1 Current Accou	DD	Bottle bank	URM UK	S	25.20	5.04	30.24
1010	Telephone	28/12/2022		Bank 1 Current Accou	DD	Mobile Telephones	Three	S	11.67	2.33	14.00
1010	Telephone	28/12/2022		Bank 1 Current Accou	DD	Mobile Telephones	Three	S	23.33	4.67	28.00
1011	Bank charges	28/12/2022		Bank 1 Current Accou	DD	Bank charges	LLoyds Bank	E	7.00		7.00
1012	Wheeled/litter/dog bins	28/12/2022		Bank 1 Deposit Accou	DD	Commercial Waste	Veolia	S	188.68	37.74	226.42
1012	Wheeled/litter/dog bins	28/12/2022		Bank 1 Deposit Accou	DD	Commercial Waste	Veolia	S	154.34	30.86	185.20
1013	Telephone	30/12/2022		Bank 1 Current Accou	DD	Telephone - Office	Talk Talk	S	57.62	11.52	69.14
Total									48,288.89	5,906.00	54,194.89

Thorpe St Andrew Town Council

Prepared by:

Rachel McCarthy RFO

Name and Role (Clerk/RFO etc)

Date:

11/01/2023

Approved by:

Date:

Name and Role (RFO/Chair of Finance etc)

Bank Reconciliation at 31/12/2022			
	Cash in Hand 01/04/2022		373,343.07
	ADD		
	Receipts 01/04/2022 - 31/12/2022		785,330.45
			1,158,673.52
	SUBTRACT		
	Payments 01/04/2022 - 31/12/2022		604,702.15
A	Cash in Hand 31/12/2022 (per Cash Book)		553,971.37
	Cash in hand per Bank Statements		
	Petty Cash 31/12/2022	0.00	
	Bank 2 Capital Account 31/12/2022	55,337.07	
	Bank 1 Deposit Account 31/12/2022	487,844.78	
	Bank 1 Current Account 31/12/2022	10,834.69	
			554,016.54
	Less unrepresented payments		45.17
			553,971.37
	Plus unrepresented receipts		
B	Adjusted Bank Balance		553,971.37
A = B Checks out OK			

Item 6(iii). THORPE ST ANDREW TOWN COUNCIL: BUDGET COMPARISON Q1-Q3 2022/2023

ALLOTMENTS	Actual 20/21	Actual 21/22	Budget 22/23	Q1 22/23	Q2 22/23	Q3 22/23	Q1-Q3 22/23	%	Notes
PAYMENTS									
Dussindale Maintenance	1066	1350	1700	130.00	1278.80	140.00	1548.80	91%	
Dussindale Rent	400	400	400	404.63			404.63	101%	Annual payment
Dussindale Water	598	575	600	-8.90	135.96	124.67	251.73	42%	
Hillside Maintenance	300	2705	1500	884.69	187.50	265.07	1337.26	89%	
Hillside Water	823	619	600	201.02	219.11	117.48	537.61	90%	
Rent & Deposit	91	258			50.00	125.00	175.00		
Water Charges	0	368					0.00		
TOTAL	3278	6275	4800	1611.44	1871.37	772.22	4255.03	89%	
RECEIPTS									
Rents/deposits	5116	5471	5250	31.00	2988.52	2379.36	5398.88	103%	
Water charges	814	1417	800	2.10	771.48	619.80	1393.38	174%	
TOTAL	5930	6888	6050	33.10	3760.00	2999.16	6792.26	112%	

BROADLAND DC ELECTIONS	Actual 20/21	Actual 21/22	Budget 22/23	Q1 22/23	Q2 22/23	Q3 22/23	Q1-Q3 22/23	%	Notes
PAYMENTS									
Election costs	0	7079	4000						
TOTAL	0	7079	4000	0	0	0	0	0%	

BUILDING MAINTENANCE	Actual 20/21	Actual 21/22	Budget 22/23	Q1 22/23	Q2 22/23	Q3 22/23	Q1-Q3 22/23	%	Notes
PAYMENTS									
Town Hall	5014	4726	9000	1593.06	520.79	1453.80	3567.65	40%	
Morse Pavilion	10247	3066	9000	849.90		5513.84	6363.74	71%	
Roxley Hall	496	662	5000	224.62	22.86	241.49	488.97	10%	
Cafe	2621	2279	1000	153.00	111.00	190.46	454.46	45%	
River Green	3515	177	5000			860.00	860.00	17%	
TOTAL	21893	10910	29000	2820.58	654.65	8259.59	11734.82	40%	£17,265 remaining in budget
RECEIPTS									
Town Hall						56.67	56.67		
TOTAL	0	0	0	0	0	56.67	56.67		

BUSINESS SPONSORSHIP	Actual 20/21	Actual 21/22	Budget 22/23	Q1 22/23	Q2 22/23	Q3 22/23	Q1-Q3 22/23	%	Notes
PAYMENTS									
Payments	743	593	1000	601.56	71.25	764.84	1437.65	144%	
TOTAL	743	593	1000	601.56	71.25	764.84	1437.65	144%	
RECEIPTS									
Receipts	250	420	250	30	393.33		423.33	169%	
TOTAL	250	420	250	30	393.33	0	423.33	169%	

CAPITAL SPENDING	Actual 20/21	Actual 21/22	Budget 22/23	Q1 22/23	Q2 22/23	Q3 22/23	Q1-Q3 22/23	%	Notes
PAYMENTS									
Asset Replacement	0	10305	4500	6863.00			6863.00	153%	
Buildings & Amenity Areas	7654	1815	7500	7192.51	3922.49	4674.24	15789.24	211%	
Street lights	3390		9000				0.00		
Town Hall	898	755	5000	2479.90	744.95		3224.85	64%	
Projects	320		20000		1500.00	1500.00	3000.00	15%	
War Memorial		1008					0.00		
TOTAL	12262	13883	46000	16535.41	6167.44	6174.24	28877.09	63%	£17,124 remaining in budget

CEMETERY	Actual 20/21	Actual 21/22	Budget 22/23	Q1 22/23	Q2 22/23	Q3 22/23	Q1-Q3 22/23	%	Notes
PAYMENTS									
Maintenance	2230	2450	2525						
Water Charges	206	116	500	51.58	56.18	59.45	167.21	33%	
TOTAL	2436	2566	3025	51.58	56.18	59.45	167.21	6%	

COMM. INFRASTRUCTURE LEVY	Actual 20/21	Actual 21/22	Budget 22/23	Q1 22/23	Q2 22/23	Q3 22/23	Q1-Q3 22/23	%	Notes
PAYMENTS									
Payments									
TOTAL	0	0	0	0	0	0	0	0%	
RECEIPTS									
Receipts	9112	13523		6048.00		4176.49	10224.49		
TOTAL	9112	13523	0	6048.00	0	4176.49	10224.49	0%	

CONTINGENCY	Actual 20/21	Actual 21/22	Budget 22/23	Q1 22/23	Q2 22/23	Q3 22/23	Q1-Q3 22/23	%	Notes
PAYMENTS									
Payments			7000						
TOTAL	0	0	7000	0	0	0	0	0%	

EVENTS	Actual 20/21	Actual 21/22	Budget 22/23	Q1 22/23	Q2 22/23	Q3 22/23	Q1-Q3 22/23	%	Notes
PAYMENTS									
One Off Payments	663	2658	1000	703.47	714.58	235.69	1653.74	165%	
St Georges Day			2000	529.61			529.61	26%	
Fireworks		5716	9000	83.33		10981.58	11064.91	123%	
Remembrance Day		577	500			959.97	959.97	192%	
Xmas Event	3584	5714	2500		25.97	6646.60	6672.57	267%	
Sovereign Events *NEW*				10121.61	720.00		10841.61		
Additional Events *NEW*				7.97	20.53	393.19	421.69		
TOTAL	4247	14665	15000	11445.99	1481.08	19217.03	32144.1	214%	
RECEIPTS									
One Off Payments	8	1159					0.00		
St Georges Day			500	550.26	116.67		666.93	133%	
Fireworks		17511	15000	25.00	392.99	32833.78	33251.77	222%	£22,187 profit
Remembrance Day									
Xmas Event		841	500	25.00		1442.19	1467.19	293%	
Sovereign Events *NEW*				3433.03	25.00		3458.03		
Additional Events *NEW*				303.49	108.34	62.50	474.33		
TOTAL	8	19511	16000	4336.78	643	34338.47	39318.25	246%	

FITZMAURICE PARK/TOWN HALL	Actual 20/21	Actual 21/22	Budget 22/23	Q1 22/23	Q2 22/23	Q3 22/23	Q1-Q3 22/23	%	Notes
PAYMENTS									
Cleaning	785	767				141.00	141.00		
Cricket Maintenance		1579	3000	958.46			958.46	32%	
Electricity	6456	7523.85	6000	485.48	907.49	1056.45	2449.42	41%	
Field Maintenance Contract	10455	7782	6900	1546.26		857.18	2403.44	35%	
Sports Turf Maintenance	327	330							
Park Maintenance	275	5496	1500	796.12	1262.71	469.10	2527.93	169%	
Play Equipment Maintenance	168	17	1000	171.12			171.12	17%	
Telephone	315								Closed Cost Centre
Water rates	186	482	700		153.15	153.60	306.75	44%	
Wheeled/Litter/Dog Bins	1452	1485	2000	266.79	610.82	796.85	1674.46	84%	
Youth Shelter Maintenance			1000			176.56	176.56	18%	
Tennis Court Maintenance			400						
TOTAL	20419	25461.85	22500	4224.23	2934.17	3650.74	10809.14	48%	£15,342 remaining in budget
RECEIPTS									
Field Maintenance Contract					3230.00		3230.00		
Cricket Income	250	1907	1800	630.41	1717.96	87.50	2435.87	135%	
Lettings	16839	21362	17000	2333.33	3645.84	4749.99	10729.16	63%	
Other Income		171				200.01	200.01		
TOTAL	17089.00	23440.00	18800.00	2963.74	8593.80	5037.50	16595.04	88%	

GRANTS	Actual 20/21	Actual 21/22	Budget 22/23	Q1 22/23	Q2 22/23	Q3 22/23	Q1-Q3 22/23	%	Notes
PAYMENTS									
Payments	17318	1770							
TOTAL	17318	1770	0	0	0	0	0	0%	
RECEIPTS									
Receipts	19500	1000				1600.00	1600.00		
TOTAL	19500	1000	0	0	0	1600.00	1600.00	0%	

LEASES	Actual 20/21	Actual 21/22	Budget 22/23	Q1 22/23	Q2 22/23	Q3 22/23	Q1-Q3 22/23	%	Notes
PAYMENTS									
Payments	4322	5122	5200	720.32	1080.48	1960.48	3761.28	72%	
TOTAL	4322	5122	5200	720.32	1080.48	1960.48	3761.28	72%	

LEGAL FEES	Actual 20/21	Actual 21/22	Budget 22/23	Q1 22/23	Q2 22/23	Q3 22/23	Q1-Q3 22/23	%	Notes
PAYMENTS									
Legal Charges	2166	10999.3	6500	482.30	9616.50	3894.40	13993.20	215%	
TOTAL	2166	10999.3	6500	482.30	9616.50	3894.40	13993.20	215%	
RECEIPTS									
Receipts					4187.30		4187.30		
TOTAL	0	0	0	0.00	4187.30	0.00	4187.30		£3305.90 over budget

LOAN REPAYMENT	Actual 20/21	Actual 21/22	Budget 22/23	Q1 22/23	Q2 22/23	Q3 22/23	Q1-Q3 22/23	%	Notes
PAYMENTS									
Roxley Hall Loan	20686	20269	19852	9977.86		8228.00	18205.86	92%	
Town Hall Loan	3566	3894	3850		1930.53		1930.53	50%	
River Green Lights	3938	3566	3566	1783.14		1783.14	3566.28	100%	
TOTAL	28190	27729	27268	11761.00	1930.53	10011.14	23702.67	87%	

NEIGHBOURHOOD & TOWN PLAN	Actual 20/21	Actual 21/22	Budget 22/23	Q1 22/23	Q2 22/23	Q3 22/23	Q1-Q3 22/23	%	Notes
PAYMENTS									
Neighbourhood/Town Plan	350	1033	1000						
TOTAL	350	1033	1000	0	0	0	0	0%	
RECEIPTS									
Neighbourhood/Town Plan						3300.00	3300.00		
TOTAL	0	0	0	0	0	3300	3300		

SALARIES	Actual 20/21	Actual 21/22	Budget 22/23	Q1 22/23	Q2 22/23	Q3 22/23	Q1-Q3 22/23	%	Notes
PAYMENTS									
A Salary, Employer NIC & Pension	58517	46409							
B Salary, Employer NIC & Pension	9792	5952							
C Salary, Employer NIC & Pension	12272	4488							
D Salary, Employer NIC & Pension	5628								
E Salary Employer NIC & Pension	2175								
F Salary	29790	25423	30507						
F Pension Employer	6852	88028	7169						
F Employer NIC	2899	2390	3000						
Student Loan	243	268	228	90.00	90.00	288.00	468.00	205%	
G Salary	21938	22652	24313	5988.24	5988.24	7969.60	19946.08	82%	
G Pension Employer	5102	5386	5835	1458.78	1458.78	1981.82	4899.38	84%	
G Employer NIC	1849	1943	2400	572.55	572.55	866.52	2011.62	84%	
H Salary	17517	18456	20344	5085.99	5085.99	6822.94	16994.92	84%	
H Pension Employer	4029	4337	4882	1220.64	1220.64	1637.50	4078.78	84%	
H Employer NIC	1205	1326	2000	423.21	423.21	660.11	1506.53	75%	
J Salary	10129	18456	20344	5085.99	5085.99	6823.04	16995.02	84%	
J Pension Employer	2329	4337	4882	1220.64	1220.64	1637.53	4078.81	84%	
J Employer NIC	691	1326	2000	423.21	423.21	660.13	1506.55	75%	
K Salary		9872	20344	5085.99	5085.99	6696.18	16868.16	83%	
K Pension Employer		2320	4882	1220.64	1220.64	1607.08	4048.36	83%	
K Employer NIC		752	2000	423.21	423.21	642.10	1488.52	74%	
L Salary									
L Pension Employer									
L Employer NIC									
M Salary		14400	48070	14400.00	9600.00	19200.00	43200.00	90%	
M Pension Employer			11537						
M Employer NIC			4800						
N Salary	6273	18826	25540	7056.51	7056.51	8917.94	23030.96	90%	
N Pension Employer	1443	4424	6130	1693.56	1693.56	2140.30	5527.42	90%	
N Employer NIC	159	1378	2500	719.76	719.76	958.09	2397.61	96%	
P Salary	6273	12073	9685						
Q Salary	1443	2607	2324						
Q Pension Employer	159	420	400						
Q Employer NIC		566							
R Salary		5806	12105	4597.52	4649.22	6361.88	15608.62	129%	Working 5hrs extra p/week
R Pension Employer			2905						
R Employer NIC		394	1000	349.69	357.48	594.79	1301.96	130%	
S Salary			2500		947.98	2552.25	3500.23	140%	
S Pension Employer					227.52	612.55	840.07		
S Employer NIC					28.59	54.81	83.40		
T Salary						1381.33	1381.33		Commenced 05/12/22
T Pension Employer						331.52	331.52		
T Employer NIC						86.02	86.02		
Salary Contingency			7000						
TOTAL	208707	325015	291626	57116.13	53579.71	81484.03	#####	66%	Bonuses paid October. £99,446 remaining in budget

SIR GEORGE MORSE PARK & PAVILION	Actual 20/21	Actual 21/22	Budget 22/23	Q1 22/23	Q2 22/23	Q3 22/23	Q1-Q3 22/23	%	Notes
PAYMENTS									
Cleaning and Cleaning Materials	10376	11345	3500	665.02	430.75	604.79	1700.56	49%	
Electricity	1911	4340	3500	332.21	1517.83	1280.21	3130.25	89%	
Equipment Hire	690	675	400	495.00	720.00	765.00	1980.00	495%	
Field Maintenance Contract	15191	10654	16000	5563.96		3183.38	8747.34	55%	Monies withheld - paid in Q4
Fuel	1437	2313	2000	412.62	649.34	767.44	1829.40	91%	
Grounds Machinery Maintenance	1248	4890	5000	648.36	371.44	3.62	1023.42	20%	
Materials Fixtures & Fittings	262	1832	1000	648.36	116.63	165.73	930.72	93%	
Mileage		113							
Miscellaneous		836	500						
Gas	2788	1183	2500	55.92	30.00	321.86	407.78	16%	
Park Maintenance		3280	550	586.55	43.14	482.72	1112.41	202%	
Play Equipment Maintenance	1439	3371	1000	444.25	64571.35		65015.60	6502%	RT Cost after S106 £12,114
St Will Loke - Shrub Bed	7								Closed Cost Centre
Sports Turf Maintenance	1575	1310							
Telephone	1611	1373	2000	457.75	414.95	319.69	1192.39	60%	
Tools & Equipment		1130	500		643.15	516.00	1159.15	232%	
Training		2507	3500			320.00	320.00	9%	
Water Rates	350	922	900	471.38	330.29	449.55	1251.22	139%	
Wheeled/litter/dog bins	1543	1908	2000	610.79	575.58	668.57	1854.94	93%	Extra recycling collection added to round
Football Marking	2933	3233	2550	662.70			662.70	26%	Monies withheld - paid in Q4
Rates	2470	2470	2700	2470.05			2470.05	91%	
Feed-In Tariff	1281	1171			722.20		722.20		
Tennis Courts Maintenance	590	640	600						
Health & Safety	3730	2757	1900	1162.81	609.78	564.62	2337.21	123%	
Vehicle Maintenance	927	646	1000		584.18	387.62	971.80	97%	
TOTAL	52359	64899	53600	15687.73	72330.61	10800.80	98819.14	184%	
RECEIPTS									
Electricity						358.47	358.47		
Field Maintenance Contract					3230.00		3230.00		Double Charges refunded 2020-2022
Fuel				50.00			50.00		
Tools & Equipment						7108.80	7108.80		Sale of machinery
Football Income	2565	7664	10000	1593.33		1287.50	2880.83	29%	
Lettings	2888	4533	5400	900.00	900.00	1350.00	3150.00	58%	
Rates				1494.34			1494.34		
Feed-In Tariff	1281	1171		154.00	568.20	238.70	960.90		
TOTAL	6734	13368	15400	4191.67	4698.20	10343.47	19233.34	125%	

STREET FURNITURE	Actual 20/21	Actual 21/22	Budget 22/23	Q1 22/23	Q2 22/23	Q3 22/23	Q1-Q3 22/23	%	Notes
PAYMENTS									
Cleaning bus shelters	570	1175	1500	395.00	285.00	440.00	1120.00	75%	
Repairs and Maintenance	173				133.50	120.73	254.23		
Bus Shelter	1030	385							
Memorial Donation		196							
TOTAL	1773	1756	1500	395	418.50	560.73	1374.23	92%	
RECEIPTS									
Memorial Donation		258			40.00		40.00		
TOTAL	0	258	0	0	40	0	40	0%	

STREET LIGHTING	Actual 20/21	Actual 21/22	Budget 22/23	Q1 22/23	Q2 22/23	Q3 22/23	Q1-Q3 22/23	%	Notes
PAYMENTS									
Energy Charge	21887	25585	25000	3933.08	5181.73	9654.47	18769.28	75%	
Maintenance Contract	5200	5200	7000	800.00	1200.00	1200.00	3200.00	46%	
Repairs	2305	12246		14577.00	670.00	1025.00	16272.00		£9,000 budget in "Capital Spending"
Structural Testing		3737							
TOTAL	29392	46768	32000	19310.08	7051.73	11879.47	38241.28	120%	

TOWN COUNCIL OFFICE	Actual 20/21	Actual 21/22	Budget 22/23	Q1 22/23	Q2 22/23	Q3 22/23	Q1-Q3 22/23	%	Notes
PAYMENTS									
Audit	1504	1450	1800	125.00		1300.00	1425.00	79%	
Bank charges	107	137	200	14.85	53.00	21.00	88.85	44%	
Mayors Expenses	80	182	300		186.25	222.65	408.90	136%	
Computer/Photocopier	1673	317	750		633.32	67.50	700.82	93%	
Insurance	7896	7921	8500	8428.49			8428.49	99%	Annual payment
Miscellaneous	1055	540	300		74.09	74.69	148.78	50%	
Office equipment	762	174	150	112.92	68.94	721.07	902.93	602%	
Telephone	802	1473	900	260.47	293.18	467.00	1020.65	113%	
Postage	601	764	750						
Stationery	502	944	1000	129.20	39.92	57.93	227.05	23%	
Subscriptions	1544	4140	2500	3012.37	1872.77	895.74	5780.88	231%	
Training/H&S	258	896	1000	667.20	1184.15	754.17	2605.52	261%	£3,180 budget in "Sir George Morse Park"
Bottle Bank	35	60		32.40	10.80	75.60	118.80		
Photocopy charges	413	878	1000	96.08	240.00	240.00	576.08	58%	
Rates	3393	3393	3500	3393.20			3393.20	97%	
HR Costs	2041	3907	2400		126.05		126.05	5%	
TOTAL	22666	27176	25050	16272.18	4782.47	4897.35	25952	104%	
RECEIPTS									
Mayors Expenses		87							
Miscellaneous		9		375.00			375.00		
Subscriptions				1249.91			1249.91		
Bank charges						-0.94	-0.94		
Bank Interest	93	49	50	10.18	37.15	213.37	260.70	521%	
Bottle bank	207	106		179.38			179.38		
TOTAL	300	251	50	1814.47	37.15	212.43	2064.05	4128%	

TREE MANAGEMENT	Actual 20/21	Actual 21/22	Budget 22/23	Q1 22/23	Q2 22/23	Q3 22/23	Q1-Q3 22/23	%	Notes
PAYMENTS									
Tree Expenditure	9145		9000	3320.00	600.00	5045.00	8965.00	100%	
TOTAL	9145	0	9000	3320.00	600.00	5045.00	8965.00	100%	

VERGE CUTTING	Actual 20/21	Actual 21/22	Budget 22/23	Q1 22/23	Q2 22/23	Q3 22/23	Q1-Q3 22/23	%	Notes
PAYMENTS									
Fuel & Machinery Maintenance	1390	1077	2500	403.24	318.77	313.52	1035.53	41%	
Verge Cutting	2070	5725	1000	581.36	31.90	69.33	682.59	68%	
Equipment Hire	723	4390	5000	1320.00	880.00	660.00	2860.00	57%	
TOTAL	4183	11192	8500	2304.6	1230.67	1042.85	4578.12	54%	
RECEIPTS									
Verge Cutting	17006	17417	17000		18845.00		18845.00	111%	
TOTAL	17006	17417	17000	0	18845	0	18845.00	111%	

WEBSITE	Actual 20/21	Actual 21/22	Budget 22/23	Q1 22/23	Q2 22/23	Q3 22/23	Q1-Q3 22/23	%	Notes
PAYMENTS									
Website Costs		660	1000	910.00	510.00		1420.00	142%	
TOTAL	0	660	1000	910	510	0	1420	142%	

YOUTH COUNCIL	Actual 20/21	Actual 21/22	Budget 22/23	Q1 22/23	Q2 22/23	Q3 22/23	Q1-Q3 22/23	%	Notes
PAYMENTS									
Payments		292	1000				0.00	0%	
TOTAL	0	292	1000	0	0	0	0	0%	

	Budget	Q1	Q2	Q3	Q1-Q3	
Expenditure	619119	174163	170904	175210	520278	84%
Income	84550	21274	97810	66790	182517	216%
Overall Performance	619119	152889	73095	108420	337761	55%



Norfolk SEN Network

Registered charity no. 1044353

62 Catton Chase, Old Catton, Norwich, NR6 7AS

W: www.norfolksennetwork.org E: norfolksennetwork@hotmail.co.uk

Helpline: 01603-300178

5th December 2022

Dear Councillors

Norfolk SEN Network is the only independent charity in Norfolk that supports parents of children with special educational needs from 0-25 years through some of the most difficult times of their children's lives.

Our organisation assists in situations where –

- The Local Authority refuses to assess their child's needs.
- The Local Authority refuse to issue an Educational Health & Care Plan identifying their child's needs and making additional provision for them.
- Assists parents when the Local Authority refuse the placement or provision, they want to meet their child's needs by lodging their case for a tribunal hearing.
- We also assist parents whose child has been excluded from school to present their case to the Governing Body or Independent Review Panel
- Assist with Disability Discrimination appeals and complaints.

We are currently a small organisation with four part time Development Workers, all of which have full case-loads. We have many new families requesting our help which currently we are unable to provide due to a lack of available funds, we desperately need to raise funds so we can continue to support our current families and hopefully expand our organisation, offer training and other ways to support our families and help new families.

We try to keep our costs to a minimum for the families, however it costs the charity approximately £500 to take a case to tribunal, we only ask parents to contribute a maximum of £100 towards this, the charity then has to fund the remaining cost ourselves. There is a lot of time and work involved in preparing for the tribunal, we lodge appeals, collect evidence and represent parents on the day, by this time parents are usually struggling to understand the workings of the system to get the best outcome for their child, we are there every step of the way to support the family.

We have been helping families in your town and would like to ask if the Council would be kind enough to make a donation to our organisation so we can continue to give local families the support they so greatly need to navigate the system at such a difficult time for them.

Yours sincerely

Julie Playford
Trustee Member

Registered Address: 2A Eastern Crescent, Thorpe St Andrew, Norwich, NR7 0UE

Norfolk SEN Network



Office: 62 Catton Chase, Old Catton, NR6 7AS

Tel: 01603-300178

Thorpe Town Council
Fitzmaurice Pavilion
Pound Lane
Thorpe St. Andrew
Norwich

19th December 2022

Dear Councillors

Thank you for responding to our request for financial support. The charity is currently supporting six families of children with special educational needs in Thorpe St. Andrew, which range from:

Assisting a parent of a child at Dussindale School at a Mediation meeting, at which we were able to reverse the Local Authorities decision not to carry out a statutory assessment on their child's needs. Further work with the family will happen once the assessment has been completed and a draft Education, Health and Care Plan is issued, when we will check whether the Plan is sufficiently quantified to meet their child's needs.

Another family in the area have two teenage boys with mental health issues who we have supported for the past four years and involves attending several meetings throughout the year and offering support to the family.

A third family are of African origin whom we have supported since problems arose at nursery and whose daughter has now moved on to High School.

Another family we have supported since their daughter was transferring to High School and needed a specialist placement, we then went on to help them secure 5 day provision at 16.

Registered address:

2A Eastern Crescent, Thorpe St. Andrew, Norwich, NR7 0UE

Norfolk SEN Network assists parents from the beginning when their child's needs are assessed, through receiving a draft Plan, appealing if the right provision isn't allocated and often stays in the background for several years, advising when needed. We recently held an Advice Clinic at Plumstead Road Library to advise parents in the area of their child's rights and who to contact when their child is struggling at school. We produce a termly newsletter informing parents of local events and changes to the law. Our Helpline is open Monday to Friday from 9am to 12 noon to any parent or professional who needs advice on special educational needs. We also have a very active Facebook page which has almost 800 followers.

We are an independent charity and receive no statutory funding, in the present economic crisis we are doing all we can to keep our costs down to families and ensure they put their children's health and welfare first before contributing to our costs. It costs us around £100 to support a parent at Mediation and £500 to take a case to a tribunal hearing, we only ask a parent to contribute a maximum of £100 towards a tribunal and £30 towards Mediation, the rest we have to fund ourselves.

If Councillors could consider making a donation towards our work, it would be very much appreciated and ensure that we are able to continue to give families the support they need.

Yours faithfully

P. Brickley

Pat Brickley

Chairperson

Norfolk SEN Network

Registered address:

2A Eastern Crescent, Thorpe St. Andrew, Norwich, NR7 0UE

THORPE HISTORY GROUP

& THORPE POPPY PROJECT

Saturday 24th June 2023

Armed Forces Day Event to commemorate

‘THE THORPE RAF 5’

Thorpe Town Hall, 12 -4pm

An application was made in October 2022 to the CER Air events team at the MOD for a Battle of Britain flypast to happen over Thorpe Town Hall, Pound Lane, Thorpe St Andrew. Our request number is Bid 443 and we have put forward two possible dates. Discussions have taken place about the possibility of a Lancaster plane being involved in this bid.

1. Saturday 24th June
2. Week beginning 17th July to 21st July 2023.

The ‘Thorpe RAF 5’ consist of 5 young men who all flew in Lancaster Bombers in WW2, having all attended Hillside School before signing up for Bomber Command. Three of these men are commemorated on the Thorpe war memorial, one returned to live in Thorpe, and one currently lives in a Care Home in Norwich.

The proposal is to have an event/display in the Town Hall which honours this project and acknowledges Armed Forces Day. With the support of the Town Council, Thorpe Branch of the British Legion, local schools and other community groups we are in the process of putting together a programme for 24th June. At this moment we have no confirmation of this flypast happening, but we are planning as best as possible for what could be a significant community event this year.

Dale Wiseman

Thorpe Poppy Project Co-ordinator.

Ask For : Ms S Jones
Direct Dial : samantha.jones@southnorfolkandbroadland.gov.uk
Email :
:

Mr T Foreman
Town Clerk, Thorpe St Andrew Town Council
Town Hall Office
Fitzmaurice Park
Pound Lane
Thorpe St Andrew
Norwich
NR7 0UL

Application Number

20212061

Dear Sir/Madam

Description : Outline planning application for up to 150 dwellings (up to 12,000sq.m)(Use Class C3) including dwellings classified as affordable housing, open space provision, access, internal estate roads, paths, vehicle and cycle parking, drainage, highways works and all associated works and operations including but not limited to demolition, earthworks, and engineering operations, with the details of appearance, landscaping, layout, and scale reserved for later determination

Location : Land at Griffin Lane, Yarmouth Road, Thorpe St Andrew

Amended plans have been submitted in respect of the above application and can be viewed at the Council Offices or online at <https://secure.broadland.gov.uk/Northgate/PlanningExplorer/GeneralSearch.aspx> by inserting the application number.

These amendments take the form of:-

The additional documents submitted address the key changes below:

Reduction in number of units

Amendment to the Building Heights Plan to restrict the height of buildings along the Yarmouth Rd frontage to a max of 3 storeys.

An extra "rule" has been included in the Development Parameters doc for the Western Development Parcel

Additional landscaping

New traffic surveys have been undertaken during March and April 2022 - see Traffic Assessment (TA) Addendum

Any comments you have already made in respect of this application will be taken into account in its determination. However, if you wish to make additional comments or amend those already made, I would be pleased to receive those further comments by 06 January 2023.

Any comments you make will be taken into consideration in the determination of the application and will be available on our website. Therefore, I must advise you that I could not treat any letter received in confidence. We will publish your postal address with your comments, however your name, signature, email address and telephone number will be removed from any comments posted

Hours of opening: Monday to Friday 8.30am to 5pm

Telephone: 01603 431133

www.southnorfolkandbroadland.gov.uk

online. Comments received will be retained and published online for six years from the date of decision of the application.

Your rights - Under data protection legislation you have the right to request access to, rectification, restriction, or objection to the processing of your personal data, as detailed on our [Data Protection Policy](#). You can contact our Data Protection Officer at Data.protection@southnorfolkandbroadland.gov.uk. You also have the right to lodge a complaint with the regulator, the Information Commissioner's Office.

If you require any further information relating to this proposal please contact the Case Officer using the details at the top of this letter.

Yours faithfully

Development Management
Broadland District Council,
Thorpe Lodge, 1 Yarmouth Road, Norwich, NR7 0DU

Ask For : Ms S Jones
Direct Dial : samantha.jones@southnorfolkandbroadland.gov.uk
Email :
:

Mr T Foreman
Town Clerk, Thorpe St Andrew Town Council
Town Hall Office
Fitzmaurice Park
Pound Lane
Thorpe St Andrew
Norwich
NR7 0UL

Application Number
20212058

Dear Sir/Madam

Description : Outline planning application for up to 295 dwellings (up to 28,000sq.m.)(Use Class C3), open space provision, access, internal estate roads, vehicle and cycle parking, drainage and all associated works and operations including but not limited to demolition, earthworks, highway works and engineering operations, with the details of appearance, landscaping, layout and scale reserved for later determination

Location : Land at Pinebanks, Yarmouth Road, Thorpe St Andrew, NR7 0EA

Amended plans have been submitted in respect of the above application and can be viewed at the Council Offices or online at <https://secure.broadland.gov.uk/Northgate/PlanningExplorer/GeneralSearch.aspx> by inserting the application number.

These amendments take the form of:-

Reduction in number of units
A reduction in development around the veteran trees
A general reduction in density across the development as a whole
Information in relation to Nutrient Neutrality and how this has been considered
New traffic surveys have been undertaken during March and April 2022 - see Traffic Assessment (TA) Addendum

Any comments you have already made in respect of this application will be taken into account in its determination. However, if you wish to make additional comments or amend those already made, I would be pleased to receive those further comments by 06 January 2023.

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If you require any further information relating to this proposal please contact the Case Officer using the details at the top of this letter.

Yours faithfully

Development Management
Broadland District Council,
Thorpe Lodge, 1 Yarmouth Road, Norwich, NR7 0DU



Ask For : Ms S Jones
Direct Dial : samantha.jones@southnorfolkandbroadland.gov.uk
Email :
:

Mr T Foreman
Town Clerk, Thorpe St Andrew Town Council
Town Hall Office
Fitzmaurice Park
Pound Lane
Thorpe St Andrew
Norwich
NR7 0UL

Application Number

20212059

Dear Sir/Madam

Description : Outline planning application for up to 105 dwellings (up to 9,000sq.m.)(Use Class C3), open space provision, access, internal estate roads, paths, vehicle and cycle parking, drainage and all associated works and operations including but not limited to demolition, earthworks, highway works and engineering operations, with the details of appearance, landscaping, layout, and scale reserved for later determination

Location : Langley North, Yarmouth Road, Thorpe St Andrew

Amended plans have been submitted in respect of the above application and can be viewed at the Council Offices or online at <https://secure.broadland.gov.uk/Northgate/PlanningExplorer/GeneralSearch.aspx> by inserting the application number.

These amendments take the form of:-

The additional documents submitted address the key changes below:

Reduction in number of units

A reduction from 3 to 2.5 storeys in the building heights of the flats framing the north/south routes towards Thorpe Tower

Information in relation to Nutrient Neutrality and how this has been considered

New traffic surveys have been undertaken during March and April 2022 - see Traffic Assessment (TA) Addendum

Any comments you have already made in respect of this application will be taken into account in its determination. However, if you wish to make additional comments or amend those already made, I would be pleased to receive those further comments by 06 January 2023.

Any comments you make will be taken into consideration in the determination of the application and will be available on our website. Therefore, I must advise you that I could not treat any letter received in confidence. We will publish your postal address with your comments, however your name, signature, email address and telephone number will be removed from any comments posted online. Comments received will be retained and published online for six years from the date of decision of the application.

Hours of opening: Monday to Friday 8.30am to 5pm

Telephone: 01603 431133

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If you require any further information relating to this proposal please contact the Case Officer using the details at the top of this letter.

Yours faithfully

Development Management
Broadland District Council,
Thorpe Lodge, 1 Yarmouth Road, Norwich, NR7 0DU

Ask For : Ms S Jones
Direct Dial : samantha.jones@southnorfolkandbroadland.gov.uk
Email :
:

Mr T Foreman
Town Clerk, Thorpe St Andrew Town Council
Town Hall Office
Fitzmaurice Park
Pound Lane
Thorpe St Andrew
Norwich
NR7 0UL

Application Number

20212060

Dear Sir/Madam

Description : Outline planning application for up to 175 dwellings (up to 22,000sq.m.)(Use Class C3), open space provision, access, internal estate roads, paths, vehicle and cycle parking, drainage, and all associated works and operations including but not limited to demolition, earthworks, highway works and engineering operations, with the details of appearance, landscaping, layout, and scale reserved for later determination

Location : Langley South, Yarmouth Road, Thorpe St Andrew, NR7 0EA

Amended plans have been submitted in respect of the above application and can be viewed at the Council Offices or online at <https://secure.broadland.gov.uk/Northgate/PlanningExplorer/GeneralSearch.aspx> by inserting the application number.

These amendments take the form of:-

The additional documents submitted address the key changes below:

Reduction in number of units

Reduction in building heights and the extent of the development footprint in the south eastern part of the site (to the rear of properties on Yarmouth Road and Tower Hill).

Information in relation to Nutrient Neutrality and how this has been considered

New traffic surveys have been undertaken during March and April 2022 - see Traffic Assessment (TA) Addendum

Any comments you have already made in respect of this application will be taken into account in its determination. However, if you wish to make additional comments or amend those already made, I would be pleased to receive those further comments by 06 January 2023.

Any comments you make will be taken into consideration in the determination of the application and will be available on our website. Therefore, I must advise you that I could not treat any letter received in confidence. We will publish your postal address with your comments, however your name, signature, email address and telephone number will be removed from any comments posted

online. Comments received will be retained and published online for six years from the date of decision of the application.

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If you require any further information relating to this proposal please contact the Case Officer using the details at the top of this letter.

Yours faithfully

Development Management
Broadland District Council,
Thorpe Lodge, 1 Yarmouth Road, Norwich, NR7 0DU