



THORPE ST ANDREW TOWN COUNCIL

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

Notice of Council Meeting

You are hereby summoned to attend the meeting of Thorpe St Andrew Town Council to be held at Roxley Hall on Monday 4th March at 7.30pm for the purpose of transacting the following business.

M Barron

Michelle Barron

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 Monday 5th February 2024 Page 1-3**
- 4 **Announcements (for information only)**
 - 4.1 - The Town Mayor
 - 4.2 - The Town Clerk
- 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 minutes each.**
 - 5.1 - Norfolk Constabulary
 - 5.2 - County and District Councillors **Page 4**
 - 5.3 - Members of the Public
- 6 **Play Area for Fitzmaurice Park – to consider proposals for the rejuvenation of the Play Area at the Fitzmaurice Park. Page 5-6**
- 7 **Finance**
 - 7.1 - Payments List **Page 7-10**
 - 7.2 - Bank Reconciliation Statement **Page 11**
 - 7.3 - Appointment of Internal Auditor
- 8 **Correspondence**
 - A: Hillcrest Avenue/Gordon Avenue T junction **Page 12**
 - B: Yellow Lines at Thorpe Hall Close **Page 13**
 - C: Maintenance by Ocubis **Page 14-15**
- 9 **Thorpe Business Forum Page 16-17**
Proposal for the relaunch of the Made in Thorpe Initiative.

Chief Executive Officer – Michelle Barron

Thorpe St Andrew Town Council, Town Hall, Pound Lane, Thorpe St Andrew, NR7 0UL

Tel: 01603 701048 Email: office@thorpestandrew-tc.gov.uk

Website: www.thorpestandrew-tc.gov.uk

10 Public Loan Board Application

To formally agree the application for the LED streetlight loan.

It was **RESOLVED** to seek the approval of the Secretary of State for Levelling Up, Housing and Communities to apply for a PWLB loan of £85000 over the borrowing term Of 10 years for the Replacement of all Thorpe St Andrew Streetlights to LED. The annual Loan repayments will be around £12500.

11 Event Updates

- Newsletter Circulation
- TSA Community Booksale
- Easter Trail and Spring Trail
- D – Day 80
- Midsummer Music Event
- Thorpe Railway Disaster – request for funding. **Page 18**
- Fireworks
- Christmas 2024

12 Exclusion of Press and Public

To consider a motion to exclude press and public under the public bodies Admission to meetings Act 1960.

13 River Green Lease matters

Future Agenda Items (Not for Discussion)

Chief Executive Officer – Michelle Barron

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Tel: 01603 701048 Email: office@thorpestandrew-tc.gov.uk

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**Thorpe St Andrew Town Council
Minutes of the Town Council meeting
held on 5 February 2024 at 7:30pm**

1 Present:

Mr F Bowe (Town Mayor)	Mr J Fisher
Mr S Snelling (Deputy Town Mayor)	Mr D Wiseman
Mr D Buck	Ms J Bailey
Mr J Ward	Mr J Emsell
Mr P Berry	Ms L Barrett
Mr T Garner	Ms C Ferris
Mr S Court	Mrs M Friend
Mrs L Skinner	Mr C Eden

Apologies: None

In attendance: Mrs M Barron (CEO), Mrs R McCarthy (RFO/OM) Mr J Calver (Parks and Estates Manager), Mrs L Weston (Administration and Committee Officer) Mrs D Wheatley and 2 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 8 January 2024.

The minutes of the meeting held on 8 January 2024 were signed and approved as a true record.

4 Announcements (For information only)

4.1 The Town Mayor, on behalf of the Council, sends best wishes to the King after this evening's cancer diagnosis announcement and wishes him a speedy recovery.

4.2 The Town Clerk updated the members on the following:

- The Neighbourhood Plan has been approved to go to referendum, probably in May.
- First meeting with Father James took place this month, very positive meeting which will continue. Also discussed, was the work the Church and Heritage Group are doing on commemorating the railway disaster. How the Council can support with the event will be added to the March agenda.

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.

5.1 Norfolk Constabulary – Crime report noted with the following action:

Action - Town Clerk to request a more detailed and geographically correct report for Thorpe St Andrew in future. Also to raise the Yarmouth Rd residents' complaints about the increase in police vehicle sirens and lights, using the road at all times of day and night, since the new station has been in operation.

5.2 County and District Councillors – Cllr Ward's report noted. Cllr Fisher updated members on the Heartsease roundabout completion date, now 5 May 2024. Cllr Berry recently attended the BDC Overview and Scrutiny meeting, discussing many things including, selling of Thorpe Lodge, anti-social behaviour and business revenue support. Also advising members of an impact on

residents, traveling in the west of Broadland and Norfolk until the end of December 2024, due to abnormal loads transporting equipment weekly for the Hornsea 3 project.

5.3 Members of the public - No Public Participation

6 Update on current projects - Verbal report

- a. **Creation of New Community Space, Sir George Morse Park** - Applied for the Pride in Place Community grant, the panel will look at these in detail mid-February.
- b. **Improved Play Area at the Fitzmaurice Park**- Slightly behind schedule, as still waiting on one contractor.
- c. **Anglia in Bloom** - Cannot enter as 2024 application not released yet. Town Clerk and Parks and Estates Manager attending a launch meeting in March to learn more.
- d. **Newsletter** – Almost ready to go, request to Cllrs for any further input.

7 Finance

7.1 Payments List – report attached and noted.

7.2 Bank Reconciliation Statement – approved and signed as a true record

8 Thorpe Business Group – Proposal attached

The Town Clerk briefed the Members to consider a new proposal for sponsorship of community events, the attached report outlined the proposal and recommendations. Positive discussion and ideas were put forward by Cllrs.

It was proposed by Cllr Bowe and with a unanimous show of hands **RESOLVED** that the Town Clerk provides a detailed proposal at the next meeting.

Subsequently to the Resolution, Cllr Buck requested early viewing of the proposal.

Action - Town Clerk to send out the marketing package/proposal to Cllrs this week.

9 LED Streetlights – Report attached

The RFO provided some background and summarised the proposal and decisions required from the council as laid out in the report.

It was proposed by Cllr Fisher, seconded by Cllr Snelling and with a unanimous show of hands **RESOLVED** to accept the 3 recommendations on page 15 of the report, and to apply for a loan with the PWLB for a term of 10 years.

10 Defence Employer Recognition Scheme 2024 Silver Award Expression of Interest - Attachment noted

It was proposed by Cllr Bowe, with a unanimous show of hands, **RESOLVED** to ask the Town Clerk to make amendments to current policies, to facilitate the expression of interest before the deadline, mid-March.

- 11 **Exclusion of Press and Public** - All members of the public left the building.
- 12 **To consider actions relating to the River Bed Lease** – Note Attached.

The Town Clerk asked the Members to consider and decide on the following:

- i) To set up a company to manage the River Bed Lease, or return the lease before the end of March 24
- ii) Appoint Politis Consulting to support the council in the creation of a company

Much discussion took place with all councillors participating. Cllr Bailey asked for clarification on costs, better understanding of what can be enforced and the income stream, the Town Clerk responded. Cllr Fisher advised that it is the Town Council's responsibility to finally take action on behalf of the residents of Thorpe St Andrew and sort River Green out, including the wider area and marshes. Also, asking if 3 quotes would be required.

The Town Clerk advised Members that the quote received is likely difficult to provide a comparable price for, because of the years of knowledge and expertise Thomas Foreman has in this specific and that there wouldn't be a conflict of interest. If required, the Town Clerk will source alternative quotes to ensure due diligence.

It was proposed by Cllr Fisher, seconded by Cllr Buck and with 9 in approval, 4 against and 2 abstentions it was **RESOLVED** to agree in principle with the company set up, subject to 3 quotes and the Town Clerk to decide on the most appropriate quote.

Future Agenda Items - None

Meeting Closed at 8.45pm

Chairman _____

Date _____

17.2.24

Report from County Councillor John Ward

The Heartsease roundabout will be fully closed from 13.4.24 for 5 weeks for resurfacing work. The whole project is now 4 weeks behind schedule. Details of the project can be found at www.norfolk.gov.uk/heartsease

Norfolk County Council propose to make a Road Traffic Act Order limiting speed to 20mph on all the new estate roads behind Tesco, Blue Boar Lane, eg Blaxter Way etc.

The Norfolk Assistance Scheme and the Money support Scheme have been incorporated into the Client Hardship Service. Those in financial difficulties can contact norfolk.gov.uk/chs to see what help is available.

Apprentice Social Workers have celebrated completing their 3 year programme with a Graduation Ceremony. Social Work apprentices are able to study for a fully funded B.A. (Hon) in Social Work whilst working and being paid as full time employees of Norfolk County Council.

Norfolk County Council is supporting a 2 year Film Office programme to generate an increase in economic activity via an increase in filming activity across the County.

In order to protect wildlife, the Council is asking people not to use flying rings on the beach or to set off sky lanterns or gas filled balloons.

All major housing developments (and from 2/4 also small developments) must now produce a minimum 10% Bio Diversity Gain, eg if 10 trees are removed then 11 must be planted.

Norfolk is to receive £1m Government funds to tackle Anti Social behaviour. This should result in a lot more police patrols.

Ancient House Museum has received a £200k grant from the National Heritage Lottery Fund to develop it's Duleep Singh Gallery.

On Thursday 1st February, Cllr Penny Carpenter, Mayor of Great Yarmouth, officially opened their new Herring Bridge.

Council Leader Kay Mason-Billig led a delegation to Westminster on the 71st Anniversary of the 1953 Floods, to explain the risks Norfolk faces and how those risks could be addressed.

Norwich Castle recorded 224,581 visitors in 2023 1/4-30/11. The same period in 2022 was 187,848. There were 400 applications for the 5 new Museum Teaching Trainee Posts.

Scams and Frauds on line and on the doorstep are on the increase. These can be reported to Action Fraud on 0300 123 2040 or their website and also Citizens Advice Consumer Service on 0808 223 1133 or their website.



Mini Basket Swing

F. Spin a Bounce

C. Mini Beast Sensory Panel

DOORSEPTIC TATTOO

B. Sensory Totem

Fitzmaurice Therapy Solutions

H. Se

HEALTHY
Inclusive
play is good
for you!

It's
all
about
play!



E. Trail Items

Mini Hump Back Bridge

Stepping Flowers

Curved Balance Beam

A. Rock n Bowl Roundabout

G. Inclusive Deer Springy

I. XS Cyclone Hurac Play Features

HOLDING THE LINE

J. Horiz Monke

Welcome To Fitzmaurice Park
(Opposite St Andrew Church)

29 USERS

29 PLAY FEATURES

DYNAMIC

SPINNING CONE CLIMBER

1

Will you be the first to the top? Challenge your friends to see who can climb and spin the quickest.

GROUP PLAY

4 Seat Spring Seesaw

2

TREE FROG SPRING SEESAW

A new take on a classic play unit. Our tree frog spring seesaw has space for up to 4 children to play together.

1 2 3 4

95% RECYCLED

75% RECYCLED

Take a seat and go for a spin.

SPINNING

3

SPINNING BOWL

TRaversING

1

MONKEY BARS

CLIMBING

SLIDING

4

KINDPE METAL MULTIPLAY UNIT

This drawing is an artistic representation of the proposed site and it does not constitute a contract. All play equipment is subject to availability. © 2018

Thorpe St Andrew Town Council
PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
1031	01/02/2024		Bank 1 Current Accou	BACS	Cleaning bus shelters	Mr R Harmoy	X	140.00		140.00
1032	01/02/2024		Bank 1 Current Accou	BACS	Streetlighting Contract	Cozens UK Ltd	S	1,850.00	370.00	2,220.00
1033	01/02/2024		Bank 1 Current Accou	BACS	Photocopying	Aurora	S	9.99	2.00	11.99
1034	01/02/2024		Bank 1 Current Accou	BACS	Cleaning Services	Norwich Cleaning Services	S	1,144.00	228.80	1,372.80
1034	01/02/2024		Bank 1 Current Accou	BACS	Cleaning and cleaning mater	Norwich Cleaning Services	S	1,144.00	228.80	1,372.80
1034	01/02/2024		Bank 1 Current Accou	BACS	Cleaning (Toilets)	Norwich Cleaning Services	S	1,144.00	228.80	1,372.80
1035	01/02/2024		Bank 1 Current Accou	BACS	Uniform	DD Health & Safety Supplies	S	41.80	8.36	50.16
1036	01/02/2024		Bank 1 Current Accou	BACS	Fuel & machinery maintenanc	Felthorpe Lawnmower Servic	S	1,005.97	201.20	1,207.17
1037	01/02/2024		Bank 1 Current Accou	BACS	Machinery Repairs	Felthorpe Lawnmower Servic	S	1,005.97	201.20	1,207.17
1037	01/02/2024		Bank 1 Current Accou	BACS	Play equipment maintenance	G B Sport and Leisure	S	404.80	80.96	485.76
1038	01/02/2024		Bank 1 Current Accou	BACS	Training and H & S	Go and Get Trained	S	573.00	114.60	687.60
1039	01/02/2024		Bank 1 Current Accou	BACS	Training Course	Go and Get Trained	S	573.00	114.60	687.60
1039	01/02/2024		Bank 1 Current Accou	BACS	Xmas Event	Luna Ray Events	S	2,520.00	504.00	3,024.00
1040	01/02/2024		Bank 1 Current Accou	BACS	One Off Payments	M R Ellis	S	308.40	61.68	370.08
1041	01/02/2024		Bank 1 Current Accou	BACS	Park maintenance	Trade UK	S	21.67	4.33	26.00
1041	01/02/2024		Bank 1 Current Accou	BACS	Grounds Machinery Maintenz	Trade UK	S	11.35	2.27	13.62
1041	01/02/2024		Bank 1 Current Accou	BACS	Vehicle Maintenance	Trade UK	S	10.00	2.00	12.00
1042	02/02/2024		Bank 1 Current Accou	BACS	Grounds Machinery Maintenz	Trade UK	S	10.00	2.00	12.00
1042	02/02/2024		Bank 1 Current Accou	BACS	Scag Mower Hire	Ben Burgess	S	1.42	0.28	1.70
1042	02/02/2024		Bank 1 Current Accou	BACS	Equipment Hire	Ben Burgess	S	-440.00	-88.00	-528.00
1043	09/02/2024		Bank 1 Current Accou	BACS	Dussindale maintenance	Burrell Pest control	X	70.00		70.00
1043	09/02/2024		Bank 1 Current Accou	BACS	Hillside maintenance	Burrell Pest control	X	70.00		70.00
1043	09/02/2024		Bank 1 Current Accou	BACS	Cafe	Burrell Pest control	X	110.00		110.00
1044	09/02/2024		Bank 1 Current Accou	BACS	Equipment Hire	PSH Environmental	S	265.00	53.00	318.00
1044	09/02/2024		Bank 1 Current Accou	BACS	Roxley Hall	PSH Environmental	S	165.00	33.00	198.00
1045	09/02/2024		Bank 1 Current Accou	BACS	Electricity (Toilets)	TotalEnergies Gas & Power L	L	59.35	2.97	62.32
1046	09/02/2024		Bank 1 Current Accou	BACS	Water charges	Wave	X	117.24		117.24
1047	09/02/2024		Bank 1 Current Accou	BACS	Water charges	Wave	Z	186.68		186.68
1048	09/02/2024		Bank 1 Current Accou	BACS	Legal charges	Norfolk County Council	S	899.00	179.80	1,078.80
1049	09/02/2024		Bank 1 Current Accou	BACS	Electricity	E.on	L	29.00	1.45	30.45
1050	09/02/2024		Bank 1 Current Accou	BACS	Field Maintenance Contract	Norse	S	1,366.38	273.28	1,639.66
1051	09/02/2024		Bank 1 Current Accou	BACS	Health & Safety	DD Health & Safety Supplies	S	78.65	15.73	94.38
1052	09/02/2024		Bank 1 Current Accou	BACS	Maintenance contract	Cozens UK Ltd	S	400.00	80.00	480.00
1053	09/02/2024		Bank 1 Current Accou	BACS	Neighbourhood/Town Plan	Compass Point	E	2,000.00		2,000.00
1054	09/02/2024		Bank 1 Current Accou	BACS	Asset replacement	Felthorpe Lawnmower Servic	S	689.92	137.98	827.90
1054	09/02/2024		Bank 1 Current Accou	BACS	Grounds Machinery Maintenz	Felthorpe Lawnmower Servic	S	24.70	4.94	29.64

Thorpe St Andrew Town Council
PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
1055	09/02/2024		Bank 1 Current Accou	BACS	Generator Hire	GAP Group Hire Solutions	S	142.56	28.51	171.07
1056	09/02/2024		Bank 1 Current Accou	BACS	Carystone Fines	Middletons Aggregate	S	257.00	51.40	308.40
1057	09/02/2024		Bank 1 Current Accou	BACS	Banners	Premier Print	S	400.00	80.00	480.00
1058	09/02/2024		Bank 1 Current Accou	BACS	Tools & Equipment	Trade UK	S	54.15	10.83	64.98
1059	09/02/2024		Bank 1 Current Accou	BACS	Hire of Traffic Cones	GAP Group Hire Solutions	S	100.00	20.00	120.00
1060	09/02/2024		Bank 1 Current Accou	BACS	Alarm Decommission	Vincent Security	S	60.00	12.00	72.00
1061	13/02/2024		Bank 1 Current Accou	BACS	Salary		X	1,992.55		1,992.55
1062	13/02/2024		Bank 1 Current Accou	BACS	Salary		X	1,659.86		1,659.86
1063	13/02/2024		Bank 1 Current Accou	BACS	Salary		X	1,682.46		1,682.46
1064	13/02/2024		Bank 1 Current Accou	BACS	Salary		X	2,245.66		2,245.66
1065	13/02/2024		Bank 1 Current Accou	BACS	Salary		X	1,522.67		1,522.67
1066	13/02/2024		Bank 1 Current Accou	BACS	Salary		X	1,406.36		1,406.36
1067	13/02/2024		Bank 1 Current Accou	BACS	Salary		X	2,767.86		2,767.86
1068	13/02/2024		Bank 1 Current Accou	BACS	Salary		X	1,055.72		1,055.72
1069	13/02/2024		Bank 1 Current Accou	BACS	Salary		X	545.28		545.28
1070	13/02/2024		Bank 1 Current Accou	BACS	tax/nic	HMRC	X	431.70		431.70
1071	13/02/2024		Bank 1 Current Accou	BACS	employers nic	HMRC	X	264.27		264.27
1072	13/02/2024		Bank 1 Current Accou	BACS	tax/nic	HMRC	X	279.25		279.25
1073	13/02/2024		Bank 1 Current Accou	BACS	employers nic	HMRC	X	179.47		179.47
1074	13/02/2024		Bank 1 Current Accou	BACS	tax nic	HMRC	X	256.65		256.65
1075	13/02/2024		Bank 1 Current Accou	BACS	employers nic	HMRC	X	179.47		179.47
1076	13/02/2024		Bank 1 Current Accou	BACS	tax nic	HMRC	X	539.47		539.47
1077	13/02/2024		Bank 1 Current Accou	BACS	employers nic	HMRC	X	306.46		306.46
1078	13/02/2024		Bank 1 Current Accou	BACS	Tax NI	HMRC	X	203.41		203.41
1079	13/02/2024		Bank 1 Current Accou	BACS	Employers NIC	HMRC	X	133.59		133.59
1080	13/02/2024		Bank 1 Current Accou	BACS	Tax NI	HMRC	X	165.91		165.91
1081	13/02/2024		Bank 1 Current Accou	BACS	Employers NIC	HMRC	X	125.73		125.73
1082	13/02/2024		Bank 1 Current Accou	BACS	Tax/NI	HMRC	X	12.21		12.21
1083	13/02/2024		Bank 1 Current Accou	BACS	Employers NIC	HMRC	X	51.35		51.35
1084	13/02/2024		Bank 1 Current Accou	BACS	Tax NI	HMRC	X	136.20		136.20
1085	13/02/2024		Bank 1 Current Accou	BACS	Tax NI	HMRC	X	1,076.48		1,076.48
1086	13/02/2024		Bank 1 Current Accou	BACS	Employers NIC	HMRC	X	464.62		464.62
1087	13/02/2024		Bank 1 Current Accou	BACS	Student Loan	HMRC	X	75.00		75.00
1088	13/02/2024		Bank 1 Current Accou	BACS	pension	Norfolk Pension Fund	X	173.75		173.75

Thorpe St Andrew Town Council
PAYMENTS LIST

Voucher Code		Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
1089	Pension Employer	13/02/2024		Bank 1 Current Accou	BACS	pension employer	Norfolk Pension Fund	X	628.16		628.16
1090	Salary	13/02/2024		Bank 1 Current Accou	BACS	pension	Norfolk Pension Fund	X	119.39		119.39
1091	Pension Employer	13/02/2024		Bank 1 Current Accou	BACS	pension employer	Norfolk Pension Fund	X	483.75		483.75
1092	Salary	13/02/2024		Bank 1 Current Accou	BACS	pension	Norfolk Pension Fund	X	119.39		119.39
1093	Pension Employer	13/02/2024		Bank 1 Current Accou	BACS	employers pension	Norfolk Pension Fund	X	483.75		483.75
1094	Salary	13/02/2024		Bank 1 Current Accou	BACS	pension	Norfolk Pension Fund	X	193.62		193.62
1095	Pension Employer	13/02/2024		Bank 1 Current Accou	BACS	employers pension	Norfolk Pension Fund	X	700.01		700.01
1096	Salary	13/02/2024		Bank 1 Current Accou	BACS	Pension	Norfolk Pension Fund	X	96.81		96.81
1097	Employers Pension	13/02/2024		Bank 1 Current Accou	BACS	Employers Pension	Norfolk Pension Fund	X	392.23		392.23
1098	Salary	13/02/2024		Bank 1 Current Accou	BACS	Pension	Norfolk Pension Fund	X	62.15		62.15
1099	Employers Pension	13/02/2024		Bank 1 Current Accou	BACS	Employers Pension	Norfolk Pension Fund	X	265.57		265.57
1100	Salary	13/02/2024		Bank 1 Current Accou	BACS	Pension	Norfolk Pension Fund	X	39.66		39.66
1101	Employers Pension	13/02/2024		Bank 1 Current Accou	BACS	Employers Pension	Norfolk Pension Fund	X	169.47		169.47
1102	Salary	13/02/2024		Bank 1 Current Accou	BACS	Pension	Norfolk Pension Fund	X	280.49		280.49
1103	Pension Employer	13/02/2024		Bank 1 Current Accou	BACS	Employers Pension	Norfolk Pension Fund	X	969.34		969.34
1104	Fuel	12/02/2024		Bank 1 Current Accou	DD	Fuel	Fuel Genie	S	64.13	12.83	76.96
1105	Repairs	15/02/2024		Bank 1 Current Accou	BACS	Streetlight Repairs	Cozans UK Ltd	S	790.00	158.00	948.00
1106	Town Hall	15/02/2024		Bank 1 Current Accou	BACS	Cleaning Materials	Bundz	S	141.00	28.20	169.20
1106	Morse Pavilion	15/02/2024		Bank 1 Current Accou	BACS	Cleaning Materials	Bundz	S	141.00	28.20	169.20
1106	Roxley Hall	15/02/2024		Bank 1 Current Accou	BACS	Cleaning Materials	Bundz	S	141.00	28.20	169.20
1106	River Green	15/02/2024		Bank 1 Current Accou	BACS	Cleaning Materials	Bundz	S	141.00	28.20	169.20
1107	Energy charge	15/02/2024		Bank 1 Current Accou	BACS	Electricity - Streetlights	TotalEnergies Gas & Power L	S	6,080.19	1,216.04	7,296.23
1108	Morse Pavilion	15/02/2024		Bank 1 Current Accou	BACS	Toilet repairs	Trade UK	S	153.80	30.76	184.56
1109	Health & Safety	15/02/2024		Bank 1 Current Accou	BACS	H&S Signage	Mrs M Barron	S	78.56	15.70	94.26
1110	Vehicle lease	16/02/2024		Bank 1 Current Accou	BACS	Lease payment	Bussey & Sabberton	S	339.46	67.89	407.35
1111	Electricity	15/02/2024		Bank 1 Current Accou	DD	Electricity - Morse Pavilion	SSE	S	425.47	85.09	510.56
1112	Telephone	15/02/2024		Bank 1 Current Accou	Credit Card	Microsoft Teams	Microsoft	E	22.60		22.60
1112	Telephone	15/02/2024		Bank 1 Current Accou	Credit Card	Microsoft Teams	Microsoft	E	19.68		19.68
1113	Subscriptions	15/02/2024		Bank 1 Current Accou	Credit Card	Adobe Subscription	Adobe	X	26.49		26.49
1113	Subscriptions	15/02/2024		Bank 1 Current Accou	Credit Card	Adobe Subscription	Adobe	S	16.64	3.33	19.97
1114	Telephone	15/02/2024		Bank 1 Current Accou	Credit Card	WiFi	Voxi	X	20.00		20.00
1114	Telephone	15/02/2024		Bank 1 Current Accou	Credit Card	WiFi	Voxi	X	20.00		20.00
1115	Postage	15/02/2024		Bank 1 Current Accou	Credit Card	Postage Refund	Royal Mail	E	-29.25		-29.25
1116	One Off Payments	15/02/2024		Bank 1 Current Accou	Credit Card	Decorations	Ikea	S	4.17	0.83	5.00
1117	Xmas Event	15/02/2024		Bank 1 Current Accou	Credit Card	Decorations	The Range	X	10.09		10.09

Thorpe St Andrew Town Council
PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
1118 Training and H & S	15/02/2024		Bank 1 Current Accou	Credit Card	Training Course	SLCC	S	120.00	24.00	144.00
1119 Postage	15/02/2024		Bank 1 Current Accou	Credit Card	Postage	Royal Mail	E	75.00		75.00
1120 Office equipment	15/02/2024		Bank 1 Current Accou	Credit Card	Ink Cartridge	Amazon	S	32.58	6.52	39.10
1121 Office equipment	15/02/2024		Bank 1 Current Accou	Credit Card	Headset	Amazon	S	16.66	3.33	19.99
1122 Dusseldale maintenance	15/02/2024		Bank 1 Current Accou	Credit Card	Stickers	Amazon	S	7.49	1.50	8.99
1122 Hillside maintenance	15/02/2024		Bank 1 Current Accou	Credit Card	Stickers	Amazon	S	7.49	1.50	8.99
1123 Additional Events	15/02/2024		Bank 1 Current Accou	Credit Card	Advertising Leaflets	eBay	X	20.49		20.49
1124 Miscellaneous	15/02/2024		Bank 1 Current Accou	Credit Card	Miscellaneous	QD	S	3.29	0.66	3.95
1124 Stationery	15/02/2024		Bank 1 Current Accou	Credit Card	Miscellaneous	QD	S	2.03	0.41	2.44
1124 Xmas Event	15/02/2024		Bank 1 Current Accou	Credit Card	Miscellaneous	QD	S	2.91	0.58	3.49
1125 Grant income and expenditur	15/02/2024		Bank 1 Current Accou	Credit Card	Parks Miscellaneous	Mitchell Fencing & Building S	X	80.00		80.00
1125 Additional Events	15/02/2024		Bank 1 Current Accou	Credit Card	Parks Miscellaneous	Mitchell Fencing & Building S	X	20.00		20.00
1126 Cleaning	15/02/2024		Bank 1 Current Accou	Credit Card	Cleaning Equipment	RS Components Ltd	S	46.64	9.33	55.97
1127 Mayor's expenses	15/02/2024		Bank 1 Current Accou	Credit Card	Flowers	efforist	S	28.32	5.66	33.98
1128 Gas	20/02/2024		Bank 1 Current Accou	DD	Gas - Morse Pavilion	SSE	L	175.25	8.76	184.01
1129 Telephone	22/02/2024		Bank 1 Current Accou	DD	Barrier line rental	Wireless Logic Ltd	S	4.32	0.86	5.18
1130 Electricity	22/02/2024		Bank 1 Current Accou	DD	Electricity - Morse Pavilion	SSE	S	423.38	84.68	508.06
1131 Bottle Bank	23/02/2024		Bank 1 Current Accou	DD	Bottle bank	URH UK	S	32.40	6.49	38.88
1132 Telephone	26/02/2024		Bank 1 Current Accou	DD	Mobile Telephones	Three	S	11.67	2.33	14.00
1132 Telephone	26/02/2024		Bank 1 Current Accou	DD	Mobile Telephones	Three	S	23.33	4.67	28.00
Total								52,111.51	4,799.51	56,911.02

Thorpe St Andrew Town Council

Prepared by: _____ Date: _____
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

Bank Reconciliation at 28/02/2024		
	Cash in Hand 01/04/2023	373,157.63
	ADD	
	Receipts 01/04/2023 - 28/02/2024	738,993.71
		1,112,151.34
	SUBTRACT	
	Payments 01/04/2023 - 28/02/2024	658,566.64
		453,584.70
A	Cash In Hand 28/02/2024 (per Cash Book)	453,584.70
Cash in hand per Bank Statements		
	Petty Cash	100.00
	Bank 1 Current Account	13,513.13
	Bank 1 Deposit Account	384,028.21
	Bank 2 Capital Account	55,943.36
		453,584.70
	Less unrepresented payments	453,584.70
		0.00
	Plus unrepresented receipts	0.00
		0.00
B	Adjusted Bank Balance	453,584.70
A = B Checks out OK		

Hello

I was hoping you might be able to help.

My mother lives at [REDACTED] Gordon Ave NR7 0DP and the road has obviously become extremely busy since the Heartsease Roundabout project has started .

Gordon Ave has become part of the diversion . Buses also now use this route .

A premier shop has now opened on Gordon Ave a short while ago , Many more shoppers are now using this cut through and are now aware of the shortcut and the shop that is there .

The parking on the Hillcrest Ave / Gordon Ave T- junction has become extremely dangerous . Customers are dumping their car anywhere to go in and grab some groceries .

My mother tries to pull out of her drive and cannot see up the road , due to a large transit van dumped on the verge or two cars completely blocking her view . Cars , vans, trucks , they come and go all day .

Buses overtaking the parked cars , cyclists coming round the parked cars Her line of sight up the road completely hampered .

It's my understanding that there are clear rules for parking away from a junction .

My fear is there will be a dreadful accident if something isn't done .

I ask two things

1. Somebody gets in contact with me to come and view what we are up against .
2. We would like yellow lines to be painted either side of the shop front to deter people from parking ON TOP of the T- junction .

I have written or spoken to

1. Broadland council
2. The police
3. Norfolk county council highways
4. Lauren Sadd of highway services

NCC said yesterday to talk to the parish council So here I am .

Some time to review this would be much appreciated

Kind regards

[REDACTED]

From: [REDACTED] Thorpe Hall Close NR7 0TH

Hello There

I hope that you are keeping well

We are writing to ask if we can please have double yellow lines painted between and 39 and 25 Thrope Hall Close.

- Cars and vans are frequently parked on the pavement, causing pedestrians and dog walkers to walk in the road
- When there are football matches, this worsens the situation
- Cars cannot see well when turning the corner into the close
- Emergency vehicles cannot access the close
- On Monday, a rubbish truck was unable to get through

This is now becoming a dangerous and life threatening situation. This view is shared by a number of residents and we would really welcome an 'onsite' quick meeting?

Thank you very much for your time and help
Warmest Regards



Good Morning Debbie,

Following a site visit last week with Cllr. Ian Mackie, local residents and representatives from the Norfolk Wildlife Trust, we have agreed to carry out some maintenance works and minor vegetation clearance to the former gravel pit between Western Wood and Western Ave.

This won't involve any works to protected trees and will focus on strimming and clearance of the pathways to enhance and improve the experience for local residents using the area. I've highlighted the attached satellite image to indicate where the clearance will take place. The scope and extent of the strimming were agreed with Norfolk Wildlife Trust on site.

The works will be carried out by AT Coombes Arboriculturists and there will be signage up to notify the public.

Any questions please let me know.

Regards

Regards



Development Manager

OCUBIS

33 Cavendish Square
London
W1G 0PW



THORPE ST ANDREW TOWN COUNCIL



THORPE BUSINESS PARTNERSHIP

SUPPORTING BUSINESS – SUPPORTING COMMUNITIES

Introduction

The Thorpe St Andrew Business Forum is being launched primarily as a way of creating an essential link between the council and local businesses, building strong relationships and enabling you to have a voice and work together on projects that help to support the local community and economy.

As a Thorpe Business Forum member, you will be invited to biannual networking events hosted by the council. We welcome business large and small with a common goal – a drive to improve productivity and growth within our community.

You will also be recognised through recognition at our increasingly popular council events and through our social media platforms. Our newsletter has a reach of over 14000 residents.

Business forum members will receive early notification and priority space for sponsorship and marketing opportunities at all of our events, including our Christmas and Fireworks events which reach up to 7000 attendees from Thorpe St Andrew and the locality.



Member Benefits

As a Business partner you will receive the following benefits as standard

Inclusion in our local business directory, which is circulated to over 6000 households twice yearly

Inclusion in the local business directory section of our Town Council website.

Invites to our quarterly catered Networking events.

Inclusion on our Partnership banner displayed at Town Council led events.

Free entry for yourself and up to 3 guests at Town Council led events

You will also, as a Thorpe Business Partnership member have exclusive access to Premier Sponsorship packages for our Premier Events. In 2024 sponsorship opportunities are available for the following

- Midsummer Music and Fireworks - 13th July 2024
- Fireworks – Saturday 2nd November 2024
- Christmas Spectacular – Saturday 7th and Sunday 8th December 2024

If you are interested in any additional sponsorship opportunities, please contact Rachel on office@thorpestandrew-tc.gov.uk



THORPE ST ANDREW TOWN COUNCIL

REQUEST FOR CONTRIBUTION TO 150th Anniversary project

Phyllida Scrivens <phyllida.scrivens@icloud.com>

Mon 2/26/2024 11:15 AM

To:Michelle Barron <Michelle.Barron@thorpestandrew-tc.gov.uk>

Dear Ms Barron

On behalf of the Great Thorpe Railway Disaster 150 group, we would like to request that Thorpe St Andrew Town Council consider an appeal for a contribution to funds.

The 10th September 2024 will mark the 150th anniversary of this Victorian railway collision, which took place directly behind The Rushcutters Inn (then known as The Three Tuns). The incident was later described by the Board of Trade Inquiry as being *"the most serious collision between trains meeting one another on a single line of rails [...] that has yet been experienced in this country."* Ultimately, 26 people lost their lives, including men, women, and children.

Groups based in Thorpe St Andrew, including St Andrew's Church, Thorpe History Group, Thorpe Players and the local branch of The British Legion, have come together to arrange a commemorative weekend of events on 13-15th September, and to co-ordinate an effort raise funds to commission a bronze embossed plaque to commemorate the 26 who died as a result of the collision. It is hoped that this will be installed on the rear wall of the Parish Church, and dedicated by The Bishop of Norwich at a special morning service on 15th September. The cost of the plaque will be around £3,500. We are appealing to other agencies and are encouraged by the positive response so far. Donors will be acknowledged in a printed information booklet, to be available for visitors in the church. A mock-up of the plaque is attached for your interest.

We would be most grateful if Thorpe St Andrew Town Council would consider contributing to this fund to mark this historic occasion.

Kind regards

Rev. James Stewart (Chairman)

Paul Green (Treasurer)

Phyllida Scrivens (Secretary)

