

Minutes of the Parish Council Meeting

Held on Monday 7th April 2025 at 7:00 PM

Location: Docking Ripper Hall

Present:

Cllr Achdale (Chair), Cllr Crompton, Cllr Flower, Cllr Howard, Cllr Wroth, Cllr Latter.

In attendance:

- Annalisa Dovey (Clerk/RFO & Minute Taker)
- Members of public: approx. 10

Apologies received from: Cllr Durrant, Cllr Kilby, Cllr Lewis, Cllr Leverett,

1. Election of Chair for the Meeting

- 1.1. *Proposed: SH | Seconded: ML – Resolved in favour unanimously. .*
Cllr Angela Archdale was elected to chair the meeting.

2. Welcome by the Chair

- 2.1. Cllr Achdale welcomed everyone and opened meeting at 19:01

3. Public Session: chair closed meeting under relevant legislation for the public sessions

3.1. Presentation by Vello Homes:

- Proposal to develop five residential units on Sandy Lane (jointly owned greenfield site).
- Supported in 2020 and successful on appeal.
- Emphasis on a low-density, high-quality scheme adhering to design codes.
- A planning application is intended this year; feedback sought in advance.
- Site will be subject to Community Infrastructure Levy (CIL)

3.2. **Action: Council to consider affordable housing element and respond by email**

4. Declarations of Interest

- 4.1. Cllr Archdale: Interest in SAM2 discussion through Speedwatch.
4.2. Cllr Wroth: Interest in SAM2 discussion through employment.

5. Approval of Minutes (March 2025)

- 5.1. *Minutes receive and approved: Proposed: SH | Seconded: ML – Resolved in favour unanimously.*

6. Reports & Updates

6.1. Borough & County Councillors:

- 6.1.1. Cllr Chenery: Confirmed £1,500 funding from Local Member Fund for both last and current year.
6.1.2. Further updates limited due to pre-election period.

6.1.3. Cllr Sandell: Apologies.

6.2. Clerk's Report, Action Table & Highways meeting update:

6.2.1. Written updates circulated and noted (reports available online).

7. Projects

7.1. Open Recreational Ground (ORG):

- Fencing booked and pending installation.
- Noted ongoing email discussion regarding access road. Confirmed PC & highways have no jurisdiction here.

7.2. Toad Watch:

- Over 950 toads saved. Intention to run again next year. Formally noted thanks to Volunteers and Toad Watch team.

7.3. Tett Turrets:

7.3.1. Confirmed questions remaining to be resolved before proceeding:

7.3.2. Actions include identifying boundaries, fencing, maintenance, insurance checks, and general tidying.

7.3.3. Action – clerk to verify questions

7.4. SAM2 Location:

7.4.1. Site location reviewed noting the key stances as:

7.4.1.1. Speedwatch: it should not be moved at all

7.4.1.2. Hare Family: it should be moved out of the way

7.4.1.3. Highways – it is in an optimum location but should be there 2 months out of 3 not permanently

7.4.1.4. Westcotec – it could be moved to the left without affecting efficiency.

7.4.1.5. All agree that safety and speed control are critical and seek to find a satisfactory common ground.

7.4.2. *Motion: to Write to propose moving the Sam2 left to increase visibility from the drive way without impacting on speed control efficacy and rotating it off location 1 month out of three.*

- *Proposed: JF | Seconded: SH – Letter to Hares agreed unanimously*

7.4.3. Action: clerk to write letter regarding SAM2.

7.5. SAM2 management:

7.5.1. Clerk reported successful meeting with a contractor.

7.5.2. *Motion to engage a contractor to manage the SAM2, Proposed: JF | Seconded: AA*

7.5.3. Action: Clerk to proceed with SAM2 management plans

8. Community Star Recognitions: Council agreed to recognise the following individuals for outstanding voluntary contributions to the parish:

8.1. McKenzie Pooley – for dedicated volunteer work at the Village Hall and around the parish, including support with cleaning, events, and assisting during school holidays.

8.2. Rita Gould – for her invaluable contributions to the Speedwatch programme and her kind and generous nature, always demonstrating a heart of gold.

8.3. Anonymous Nominee: for volunteering contributions across the village

8.4. **Richard Driver:** For instigating, running, coordinating Toad watch and (with partner Tina and volunteer team) rescuing over 900 Toads.

9. Neighbourhood Plan:

9.1. responses received in public consultation; 7 from stakeholders

9.2. CCP analysing feedback.

9.3. Next grant required to continue:

9.3.1. Action: to seek funding for the next stage of NHP

10. Governance

10.1. Devolution & Local Government Reorganisation:

- Slides and handouts circulated and noted.

10.1.1. Importance of having a strong council voice noted.

10.2. Council Vacancy / Election:

10.2.1. confirmed two potential candidates, Vacancy closes 11th April 2025.

11. Finance (Clerk/RFO)

11.1. End-of-Month Financial Report (March 2025):

11.1.1. Accounts and reconciliations approved.: *Proposed: AA / Seconded: DW – Resolved in favour unanimously. .*

11.1.2. March Expenditure and April Expenditure approved. *Proposed: AA / Seconded: DW – Resolved in favour unanimously. .*

11.2. Q4 Budget Report received.

12. Assets and Amenities

12.1. Grass Cutting Contract with NCC received and reviewed. :

12.1.1. *Proposed to sign: AA / Seconded: ML – Resolved in favour unanimously. . Contract signed.*

12.2. Asset Inspection Report received. Thanks to Cllr Durrant for work

12.2.1. **Action: Clerk to ask Matt Todd to address what he can; further solutions to follow.**

12.3. IT Review received with cost and efficiency comparison.

12.3.1. Proposal to move to a self-managed system

12.3.2. proposal to acquire an e-sign subscription

12.3.3. proposal to purchase a hard drive back up,

12.3.4. proposal to renew laptop and mobile phone

12.3.4.1. Council noted savings to be made and proposed a *Motion to accept all proposals:*

Proposed: AA / Seconded: JF – unanimously resolved

12.3.4.1.1. Action: clerk to effect IT solutions changes

13. Correspondence Received

13.1. Emails noted as received regarding hedgerows, allotments, RAF memorial, absences, and CIL-funded pond projects.

13.2. Vandalism at allotments reported. *Proposal to move forward with allotment gates, clerk verifies available fund in reserves. :*

Proposed: AA / Seconded: ML – Resolved in favour unanimously.

13.2.1. **Action, clerk to proceed with allotment gates and fencing**

13.3. CIP: Cllr Archdale confirmed CIP is currently run at village hall with no ongoing costs. Proposal take on organizing CIP from Borough agreed. **Action: Clerk to contact Heritage group to continue the CIP provision**

13.4. Norfolk ALC Director nominations: A Dovey to be nominated as representative as Cllr at Brancaster PC. Resolved unanimously (AA / DW)

13.5. Tailoring Email (Kay Leverett): Noted.

13.6. Noticeboard for public notices required: : Action: **Clerk to draft public notice policy and arrange refurbishment.**

14. Planning

14.1. Delegated Applications – *Council resolved to ratify responses unanimously (show of hands):*

14.1.1. 25/00184/F (Oaklands): Object

14.1.2. 22/00678/O (Reapplication): Object

14.1.3. 25/00372/F (Seagreen): No objection

14.2. No Applications Received for consideration in meeting on time.

14.3. Planning applications decisions Noted:

14.3.1. 25/00086/F: Homeside, Sedgeford Rd – Permitted

14.3.2. 25/00230/F: 1 Grove Farm Barns – Permitted

14.4. Borough Housing Delivery Test Score – Noted, no further development required – Borough is on target.

15. Late Items

15.1. War Memorial Maintenance: Quote received.

15.1.1. Motion to proceed: *Proposed: AA / Seconded: DW resolved unanimously in favour.*

15.2. Planning – Skylark Application (25/00595/F):

15.2.1. No objection. Note to request revisions be submitted all at once. *Agreed unanimously (show of hands)*

16. Items for Next Month's Agenda

16.1. War Memorial further improvement work

17. **Date of Next Meeting:** Tuesday 6th May 2025 – AGM at the Pavilion 6:00 PM: Tea | 6:30 PM: Village Meeting | 7:00 PM: Parish Council Meeting

17.1. **Action, Clerk to publish AGM details and invite local groups**

18. **Meeting closed** at 8:36 PM