

DOCKING PARISH COUNCIL

PARISH COUNCIL MEETING MINUTES

Location: Ripper Hall, Docking

Time: 19:00

Present: Cllr David Wroth (DW) **Chair**, Cllr Angela Archdale (AA), Cllr Josie Flower(JF), Cllr Mark Latter(MLa), Cllr Kevin Crompton (KC), Cllr Clive Hill (CH), Cllr Kate Kilby (KK), Cllr David Harrison (DH), Clerk / RFO Annalisa Dovey (AD)

Minutes. Members of Public – 3

1.	Chair opens meeting at 19:00 , welcomes everyone and wishes all Merry Christmas.
2.	Apologies: Council resolved to accept apologies from Cllr Melanie Lewis. <i>Carried unananim</i>
3.	Declarations of Interest and requests for dispensations: None
4.	Public session: Chair closed meeting to open to receive comments from public. a. Speed watch – went to the Norfolk & Suffolk safety awareness seminar. i. Police now looking to take info from SAMs. ii. Have complained to the police because of lack of police watches in Docking iii. Clarified that per watch docking received more speeders. b. Hill home bollards update requested – noted on the agenda later c. Future of Tett Turrets update requested i. Clerk confirmed that Council has approached Hill Builders to confirm that they are broadly in favour of receiving ownership, pending confirmation of some queries. Council awaiting Hill response d. Member of public noted that the ORG project sounds good and expressed thanks.
5.	Minutes of Previous Meetings: Council resolved to approve as accurate, the minutes from Docking Parish Council meeting October 2025 <i>Prop'ed KK Sec'ed ND Carried Unanim</i> <i>Chair Signs</i>
6.	County Councillor Report : Received and circulated by email to council
7.	Borough Councillor Report: Apologies received from Cllr Sam Sandell
8.	ORG Update: Verbal update received from working group a. All hedgerow trees planted – with big thanks to volunteers b. The welcome sign is underway c. Finance / budget / CIL funding update received: After fruit trees are delivered, approx. £14 will remain i. Noted welcome sign to draw from signage budget 2026
9.	Xmas Lights: Verbal update received from working group a. Large tree installed and decorated b. Walnut tree trunk and Oak tree trunk decorated c. Mains lights to be turned on i. Process confirmed and ND and AA will resolve
10.	H-Bar application: verbal update received (AA) a. Cllr Archdale will report back in January meeting

	ACTION: Place H Bars on January Agenda
11.	Neighbourhood Plan (NHP): verbal update received (clerk) a. Neighbourhood Planning Independent Examiner Referral service sent in an application and has replied with 3 x CVs for an examiner. b. Council resolved for JF to step in to be Cllr point of contact in SH absence <i>Carried Unanim</i> ACTION: Clerk to liaise with JF on examiner appointment and future NHP questions until SH returns
12.	Highways update (clerk) : Council heard that the 30mph roundels had been painted.
13.	Hill Bollards update (clerk) a. DH declared an interest and it was noted that whilst discussion is FYI, his presence is helpful and if a vote were to arise he would recuse. b. The bollards will be repositioned on the pathway instead of the soft verge c. A fault has been reported and is currently unclear who is responsible. Hill have noted they believe it is the council (unsubstantiated), NCC have noted they believe it to be the developer – Fleur, so this is out of date. Clerk has requested copy of agreement noting responsibility. Until such is produced, bollards remain responsibility of Hill. d. Heartwood residents find the bollards too bright and have raised a complaint– council noted this should be directed to Hill. ACTION: Clerk to follow up with Hill regarding Tett Turrets and Bollards and agreements.
14.	Request for repeater signs: Update on highways response received (Clerk) a. No further speed signs are possible i. It is confirmed that repeater signs are set at legal distances apart, it is not, therefore, possible to add repeater signs. ii. It is further confirmed that streetlighting in built up area is considered a 30mph indicator as per highways code.
15.	Tree Inspection (Clerk) a. Council resolved to engage Dan Yeomans to inspect trees <i>Carried Unanim</i> b. Council confirmed 2 trees on PC land – the Oak tree and the Walnut Tree ACTION: Clerk to engage Dan Yeomans to inspect trees, ND and JF to accompany. ACTION: Clerk to contact Freebridge to ask about trees on their land
16.	Bus Shelter Improvements (JF): Council resolved to proceed with bid funding for bus shelter project to include: • Locally relevant artwork installed • clean and paint interior • Install library shelving • Install bench • Install noticeboard <i>Prop'ed DH Sec'ed JF Carried Unanim</i> ACTION: Clerk to submit funding bid with quotes provided by JF
17.	End of November Finance report: received

	a. Total balances noted: £70597 b. Council resolved to approve the reconciliation of all accounts <i>Prop'ed KK Sec'ed ND Carried unanim</i> <i>Chair Signs</i> c. Council resolves to approve Payments made in November 2025 i. Under delegated authority ii. As direct debits iii. Following council approval of invoice in November Council meeting <i>Prop'ed AA Sec'ed ND Carried Unanim</i> <i>Chair Signs</i> d. Council resolved to approve invoices received for payment in December 2025 <i>Prop'ed JF Sec'ed DH Carried unanim</i> <i>Chair Signs</i>
18.	Grant Request from Docking Football Club for £600: Council resolved to approve grant request of £400. <i>Prop'ed AA Sec'ed JF Carried Unanim</i> ACTION: pay football club £400 grant
19.	Budget & Precept verbal update received (clerk) a. Noted no tax base figures yet released meaning a precept is not yet possible to approve b. Noted figures for ORG maintenance need to be increased to cover twice monthly mowing and annual clearance i. Further noted this is anticipated to reduce as not all months will be necessary c. Clerk confirmed proposed reserve figures include budgets for all currently mentioned projects d. Final budget will be presented along with precept at January 2026 meeting ahead of precept deadline.
20.	Pensions valuation: Council confirmed receipt of Norfolk Pension Fund annual valuation report.
21.	NCC Parish partnership bid: Council resolved to proceed with new PPS bid figures. a. Council further noted other sources of funding available to cover a greater amount
22.	CIL & PIIP a. Council noted opening dates for CIL applications 01/03/26 – 01/05/26 b. Council noted clerk has completed training c. Council resolved to create a PIIP on a shared document to review at the January 2026 meeting, noting its importance in receiving future CIL grants. <i>Prop'ed KK Sec'ed AA Carried unanim</i> ACTION: Clerk to set up a shared document for councillors to add their PIIP notes.
23.	Planning a. Planning Delegated Planning Decisions None to consider b. Planning Applications: None to consider c. Borough planning decisions: Noted by council i. 25/01562/F Somerled Cottage Stanhoe Road HOUSEHOLDER: Retrospective app. Demolition single-storey side / rear extensions + detached garden store, replaced by two-storey side / rear extensions Application Permitted 4/11/25 Del Dec
24.	Hunstanton Council: Tidal Barrier / Anglia water meeting: KK and DH to attend

	ACTION: Clerk to confirm attendees with Hunstanton Town Council
25.	Allotments a. Council noted the new year invoices for 2026 have been sent with 2 going by post and all other tenants on email b. Council noted large size of waiting list and that tenants are largely on half plots. i. Noted that ORG has no vehicular access so is inappropriate ii. Suggestion to ask local land-owners if there is any land available to purchase / rent ACTION: Clerk to contact other local councils to see if they have any space they would care to share. c. Council resolved to start annual allotment inspections in February with all councillors available (following any invoice payments and changes of tenancy) <i>Prop'ed DH Sec'ed MLa carried Unanim</i> ACTION: Clerk to notify allotment holders of Council inspections and set diary reminder (weather dependent)
26.	Bottle Banks: Council resolved not to proceed with bottle banks. a. Pros and cons were discussed but the lack of land space meant it was impractical if not impossible to accommodate. <i>Prop'ed DW Sec'ed AA Rejected Unanim</i> Action: Clerk to confirm bottle bank response.
27.	Streetlights: Council resolved to proceed with 6 year statutory testing with K&M following quote of £380 <i>Prop'ed AA Sec'ed ND carried Unanim</i>
28.	Corres. Parishoner Retirement of postman: Noted and thanks given
29.	Corres. Parishoner Grove Farm Land Development a. Noted concerns in village and general belief that more development is not needed in Docking, infrastructure is insufficient for development and toads and concern about endangered species b. Noted no action for council to take at this point.
30.	Training: Council resolved to proceed with bespoke training noting preference for 4-8pm. ACTION: Clerk to liaise and confirm details aiming for February and to invite other local cllrs if possible. <i>Prop'ed DW Sec'ed ND Carried Unanim</i>
31.	Meeting dates: Council resolved the next meeting to be Monday 5th January 2026. Carried Unanim
32.	Meeting Closed: 20:28