

Minutes by clerk: Annalisa Dovey _____
Minutes signed by Chair Nicola Durrant as a true and accurate record _____

DOCKING PARISH COUNCIL

PARISH COUNCIL MEETING MINUTES

Docking Ripper Hall

Monday 5th October 2026 | 7.00pm

Present: Vice Chair Cllr Nicola Durrant (Chair for this meeting), Cllr Kevin Crompton (KC,) Cllr Melanie Lewis (Mle,) Cllr Kate Kilby (KK,) Cllr David Harrison (DH,) Cllr S Howard (SH.)

Members of public – 2

Minutes: Clerk/RFO Annalisa Dovey Email: clerk@dockingparishcouncil.gov.uk

1. Welcome by the Chair:

- a. Cllr Nicola Durrant opens meeting at 19:00
- b. Vice Chair Cllr Nicola Durrant chairs meeting in the absence of Cllr David Wroth and will be referred to as Chair in the minutes
- c. Chair welcomes public and Councillors

2. **Present and apologies:** Council resolved to accept apologies from Cllrs Clive Hill, Mark Latter, Angela Archdale, David Wroth and Josie Flower. (carried unanim)

3. **Declarations of Interest and requests for dispensations:** None to consider

4. **Public session:** The Chair adjourned the meeting for 15 minutes for council to hear the following comments from the public:

- a. It is welcome news that the recycling centre will remain open. Its closure would have been strongly opposed

5. Governance, HR & Administration

a. Minutes of Previous Meetings:

- i. Council resolved to agree the minutes from September 2026 (Carried unanim & Chair signs)
- ii. Council resolved to agree the minutes from the September ECM on the Local Plan (carried unanim & Chair signs)

b. **SAPPP consultation on proper practices:** Council received the consultation and noted that many of the points PCs are exempt from, and the document was not easy to engage with.

ACTION: Clerk to respond with feedback to the SAPP consultation.

c. **Printing: Council resolved to approve** paying clerk 5p per page on personal printer and to use Witley Press for unusual or emergency printing. (Carried unanim)

d. **National Joint Council (NJC) Pay Award 2026/27:** Council received the new NJC rates of pay; a 3.3% consolidated increase on spinal column point 3-42 effective 1st April 2026, and resolved to approve applying the change to the clerk's pay, backdated to 1st April 2026. **(Carried unanim)**

ACTION: Clerk to contact Payroll with minute number and agreement.

6. Reports

a. **County Councillor Report:** Council received written report from Cllr Julie Costley.

- i. **Docking Recycling Centre:** Council heard that NCC had removed Docking Recycling Centre from its savings list and will remain open.

b. **Borough Councillor Report: None**

c. **Docking Allotment for Recreation & Exercise Charitable Trust:** council received minute from September 2026 Trustee meeting and noted no actions / decisions required.

d. **Clerk's Report:** Clerk reported overtime required to manage additional work load from ECM and projects and requested that new projects be given a longer lead time.

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- e. **Anglian Water public meeting:** (KK & ML) attended a webinar and note that very little information was given. AW were keen to note that it's not their fault. They are investigating a desalination project. Questions were not permitted. 9 years minimum before they can begin to upgrade Heacham works.
- f. **QEH public meeting report** (KK): QEH looking at potential to close A&E, ICU & maternity. It was not a meeting that gave clarity nor reassurance. Council noted significant concerns about all proposals leaving the area without essential services and contributing to a higher mortality risk.

ACTION: Clerk to promote QEH petitions and information and news on Facebook.

- g. Police & Crime Consultation: open till 9th October <https://www.smartsurvey.co.uk/s/MDBWPY/>

ACTION: Clerk to public Police & Crime consultation on Facebook.

ACTION: Clerk to always Publish County Council reports

7. Requested Motions & Items

8. Finance

a. End of Month Finance report: Eo September 2026

- i. Council noted balance: £69,225.25
- ii. Council received and resolved to approve reconciliation of accounts Eo September 2026 (carried unanim and chair signs)
- iii. Council received Payments made in September 2026
 - 1. Council ratified payments made under Delegated Authority (carried unanim and chair signs)
 - 2. Council verified payments made in September (Carried unanim & Chair Signs)
- iv. Council noted that the precept had been received in full with the second payment made in September 2026.
- v. Council received and resolved to approve the upcoming payments list for payment in October 2026. (carried unanim and chair signs)

b. End of Quarter 2: 2026 – 2027 Finance Report: Council received the Q2 2026/27 finance report.

c. 2027-2028 Budget: Council received the up-to date budget comparison

- i. Council resolved that the clerk should update budget 27/28 with known figures or inflation rate where not known. (carried unanim)
- ii. Council agreed that In November council would consider draft budget and agree reserves with projects (carried unanim)

ACTION: clerk to update budget figures according to inflation / known changes as appropriate

ACTION: Councillors to email clerk with known projects and costs

ACTION: clerk to place reserves and projects to November agenda and circulate list of known projects and reserves

9. Planning

a. Delegated Planning Decisions: Council noted planning applications received and responded to by delegated authority to comply with deadlines.

- i. **26/01389/F** | Variation of Condition 2 attached to Planning Permission 22/00460/F: Construction of 2 pool houses and plant room at The Old Rectory Sedgford Road | No objection

b. Planning Application Borough Decisions: To note

- i. **26/00124/TREECA** Docking | G1 4 x Small Lime trees - Re pollard by removal of new growth (1 year) back to previously established pruning points | The Lodge, High Street | No objection

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ii. 26/00110/TREECA Docking | TREE IN A CONSERVATION AREA: T1 -Large Holme Oak tree in rear garden to thin and reduce branches by approx 25% that are overhanging neighbouring property | Grove Farm, High Street | No objection

iii. 26/01161/F | HOUSEHOLDER: Replacement of all existing windows and doors within the enclosed courtyard elevations with double glazed uPVC units in Chartwell Green finish. Formation of two new door openings and conversion of two existing French doors to fixed grazing 2 Grove Farm Barns | High Street | Application Permitted

c. **Local Plan:** Council noted that actions from the ECM had been completed and Parish Council response submitted.

d. **Allotment for Exercise & Recreation / Call for sites update:** Council confirmed that the site had been put on the call for sites for the local plan.

i. Council confirmed that the current lease with NCC expires in 2029 and that to ensure continued funding / benefit for residents a plan needs to be created and executed.

ii. Council noted that Solar panels is one suggestion and that others can be considered, the council is at the beginning of the project to consider the future of the Allotment for Exercise & Recreation, with a lot of research to be done.

iii. DH has been in touch with Julian from NALC to discuss how their council managed a renewable energy project

iv. Council Noted requirement to check with National Grid that it is possible to connect.

v. Council resolved to set up a Working Group to consider options and next steps and keep progress and noted that cllrs not present should be emailed to join and the decision made in November to allow all Cllrs opportunity to comment. (Carried unanim)

ACTION: place Allotment for E&R land on the November agenda to set up a working group and email all councillors an invite.

e. **Neighbourhood Development Plan:** Council confirmed that the Neighbourhood Development Plan will go to Referendum Thursday 26th November with polling stations in Docking Ripper Hall and Great Bircham Village Hall

ACTION: clerk to publicise the Neighbourhood plan Referendum Thursday 26th November with polling stations in Docking Ripper Hall and Great Bircham Village Hall

10. Events

a. **Litter Pick Sunday 25th October 2026:** Council resolved to approve the Litter Pick Risk assessment (carried unanim) and confirmed DH will collect litter pick equipment.

b. **Public Consultation and 5-year Action Plan (agreed and approved):** Council confirmed hall would be open with space to comment and submit suggestions 09:30 – midday (end of litter pick) with a village chat midday – 12:30 and then a council gathering to place in priority order.

11. **Assets:** To receive updates on Asset Maintenance approved works etc and consider asset works.

a. Updates on current works

i. **Bus Stop:** the painting, noticeboard, bench and lights have been installed. Shelves are to be installed, and the artwork has been collected from the school. Next steps are to create the collage and send to printers, and have it installed and the shelf unit is to go in.

ii. **Tett Turrets:** Hill and PC solicitors are still working on this. Clerk has received confirmation it will go ahead

iii. **Village Sign:** Council heard that suppliers had been emailed the confirmed sizing specifications and asked for quotes again but with no responses yet.

iv. **ORG sign:** East Coast signs have been emailed corrections with no response yet

v. **Allotment CCTV:** Note that a new, more robust, lamp post style pole needs to be bought and installed and that this frees a pole for the SAM units, potentially on station road.

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vi. **Ponds:** Update from Working Group: met with a contractor to discuss Stanhoe and Bell pond. (clay and cobble lining) and proposed a plan of dredging / desilting.

- a. Stanhoe pond has a leaky lining BUT overflow has been blocked by new developments putting in drives.
- b. Council noted all authorities have been contacted, and it is confirmed that no licenses are required.
- c. Council noted ponds are currently unregistered and resolved to register ponds and acquire them formally (Carried unanim)

ACTION: clerk to investigate process for registering and formally acquiring the ponds by April 2027 To receive quote for ponds works and consider actions (vote): biggest cost is toxic waste – note all ideas

- d. Council received quote for the works for Stanhoe and Bell Pond to be desilted and waste removed. The biggest cost by far was the removal of toxic waste which was quoted with the worst case scenario.
 - i. Council agreed to place motion to test for toxic waste on November's agenda for inclusion in 27/28 budget

ACTION: clerk put motion to test for toxic waste on pond silt and to include in 27/28 budget, on November agenda.

ACTION: Clerk to enquire with enforcement about the culvert being filled in.

- ii. Council note that Anglian water have confirmed that in case of drought and hose pipe ban, council may use hosepipes to place water in ponds where there are fish.

b. SAM units:

i. Council received SAM unit data

<u>Location</u>	<u>Direct</u> <u>ion</u>	<u>start</u> <u>date</u>	<u>end</u> <u>date</u>	<u>durat</u> <u>ion</u>	<u>total</u> <u>cars</u>	<u>total</u> <u>speed</u> <u>ers</u>	<u>percent</u> <u>age</u> <u>speedi</u> <u>ng</u>	<u>85th</u> <u>percen</u> <u>tile</u> <u>(mph)</u>	<u>50th</u> <u>percen</u> <u>tile</u> <u>(mph)</u>	<u>aver</u> <u>age</u> <u>spee</u> <u>d</u> <u>(mph</u> <u>)</u>	<u>Ma</u> <u>x</u> <u>spe</u> <u>ed</u>
Brancaste r Road	Facing in	31/08/2 026	14/09/2 026	14	13370	2959	22.13%	31.8	27.3	27/1 5	45
Sedgefor d Road	Facing In	31/08/2 026	14/09/2 026	14	24223	9189	37.94%	33.9	28.6	28.82	60

- ii. Council resolved to have the Ripper Hall unit repaired and kept in current location, deciding that the costs of repair are justified by the necessity of reducing speeding (carried unanim) (carried unanim)

ACTION: clerk to get the Ripper Hall unit repaired with Westcotec and Matt Todd.

12. Correspondence

- a. Anglian Water meeting questions & slides: received
- b. Heacham PC: Communication collab: Council resolved that they did not wish to collaborate on communication with Heacham noting the huge engagement of parishioners when needed (eg ECM on Local Plan) (Carried unanim)
- c. Alistair Beales LGR update : received

ACTION: Clerk to reply to Heacham PC re. communication.

13. Meeting dates: Council resolved to move November meeting date to Monday 9th November to better process finances (Carried unanim)

ACTION: advertise the meeting date change widely.

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ACTION: ask Docking parishioners if they have a Xmas tree they would like to get rid of (planted)

Meeting close: 20:30