

**MINUTES OF THE GRESSENHALL ANNUAL PARISH COUNCIL MEETING HELD ON
TUESDAY 6TH MAY 2025 AT 8:04PM IN THE READING ROOM**

11287 Present: Councillor Beazley – Chair Councillor Reader
 Councillor Melton Councillor Day
 Councillor Crisp

12 members of the public

Councillor Reader thanked the Chairman for all the work he has undertaken over the past year.

- 11288 To Elect the Chairman – Councillor Reader invited nominations for the position of Chairman. Councillor Crisp nominated Councillor Beazley and this was seconded by Councillor Melton. With no further nominations, all agreed to elect Councillor Beazley to serve as Chairman for the coming twelve months.
- 11289 The newly elected Chairman to sign the Declaration of Acceptance of Office – Councillor Beazley signed the Declaration of Acceptance of Office book.
- 11290 To Elect the Vice-Chairman – Councillor Reader invited nominations for the position of Vice-Chairman. Councillor Beazley nominated Councillor Melton and this was seconded by Councillor Day. With no further nominations, all agreed to elect Councillor Melton to serve as Vice-Chairman for the coming twelve months.
- 11291 The newly elected Vice-Chairman to sign the Declaration of Acceptance of Office – Councillor Melton signed the Declaration of Acceptance of Office book.
- 11292 To confirm eligibility to operate under General Power of Competence – This was confirmed
- 11293 To receive apologies for absence – Councillor Keidan, Councillor Radford, Councillor Crisp, District Councillor Duffield, District Councillor Atterwill and County Councillor Kiddle-Morris
- 11294 Declarations of interest – All Councillors in attendance declared an interest in The Swan Public House (except Councillor Radford), Councillor Reader declared an interest in agenda item 11 - Gressenhall play park and Councillor Reader declared an interest in agenda item 16 – Common Drift.
- 11295 To approve and sign the minutes of the meeting held on Tuesday 1st April – The minutes of the meeting held on Tuesday 1st April were agreed by all councillors present and signed by the Chairman.
- 11296 To report progress on items not on the agenda from the last meeting (information only) – None.
- 11297 Open forum for Public Participation: an opportunity to hear from members of the public.

Jan thanked the Parish Council for the generous donation towards the Dereham Meeting Point Happy Bus.

A resident enquired what was happening with the gateway to the allotments from Swan Drive. This was reported last year but nothing has happened. It was agreed that councillors would take a look at what repairs are needed.

A resident also highlighted the state of the above area where garden waste is being disposed of. The Clerk has a letter for residents of Swan's Drive which will be delivered.

A resident enquired on how the Parish Council deal with planning applications. It was explained that Councillors act as a consultee for their local knowledge, and comment on each application individually. Technical details of any application are dealt with by Breckland's planning department

That being all, the meeting resumed at 8:17pm.

11298 Reporting of any Highways Matters including:

- To receive any highways defects to report – A discussion took place regarding reporting of potholes. It was agreed the best way was for the What3Words location to be sent to the clerk.
- To receive an update re Anglian Water leaks on The Green – Anglian Water had been to make some repair to The Green but it was felt this was dissatisfactory. Clerk to report.

11299 To discuss and consider update on The Social Club – A report has been received identifying works required. The roof is the main concern and funding will be sought. Depending on the level of funding received will determine whether the roof is replaced or roofed over the original. A fundraising sub-committee will be created to find the funds.

11300 Update on the Gressenhall Community Car Scheme – 825 were covered during April. The claim has been slightly adjusted due to estimating a claim last month.

11301 Update on the Elmham GP Surgery – No update.

11302 To receive update from Play Park Project – The bid for Grantscape funding was unsuccessful to complete phase 2 of the project. However, with a cheaper version of the surfacing and taking off the play panels for the time being, this can be achieved. It is hoped with a donation from the Fete Committee and Parish Council together with funds raised at the Dog Show on 5th July, this should be enough to complete phase 2. All councillors agreed to the revised materials, removal of play panels for the time being and to commence with phase 2.

11303 To provide update on applicants for Clerk position – The Chairman was pleased to welcome Sue Horton as the new parish clerk. Sue will officially start on 3rd June. In order to fulfill some of the previous clerk's tasks, it was agreed to request help in the News and Views by listing each task.

11304 To discuss and consider arranging Himalayan Balsam bash – It has been agreed there will be a 'Bash' in Gressenhall. A date will be circulated as soon as it is received. Residents are encouraged to come along.

11305 To consider request for spikes to playing field swings to deter birds – A request was received from a resident to install something on the swings to deter birds from messing on the seats. It was agreed for Councillor Reader to install spikes.

11306 To consider donation required from Norfolk Age UK – It was agreed that a donation would not be made to Norfolk Age UK however residents are welcome to donate if they wish.

11307 To receive confirmation from Norfolk County Council Modification Order and consider response – It was agreed to resubmit previous objections to this application.

11308 To discuss and consider Insurance quotes – Two quotes were discussed both of a similar sum but almost double the previous year's figure. It was agreed to speak to neighbouring villages to

see who their insurers are and seek more quotes, however if any revised and comparable quotes are of a similar size then we should renew with our current insurer.

- 11309 To discuss and consider speeding at Rougholme Close and update on SNAP Meeting – The clerk attended the recent SNAP meeting and highlighted concerns of speeding along Rougholme Close. The Police did agree to having ‘plain-clothed’ surveillance of the area. The also suggested wheelie bin signage and/or signage designed by local children. It was also discussed for George to put out an A Frame on a Monday and Thursday evening asking visitors to respect the neighbours when arriving and departing.
- 11310 To discuss and consider response Norfolk Minerals and Waste Local Plan examination - survey by the Planning Inspectorate – It was agreed that the clerk resends the email regarding the survey.
- 11311 To discuss and consider response to RWE High Grove Solar Farm consultation – It was agreed that a parish council response would not be given although residents are welcome to respond to the consultation.
- 11312 To discuss and consider Breckland SLA for emptying litter bin near MUGA – The details of the Service Level Agreement were agreed by all councillors present. Clerk to return paperwork to Breckland.
- 11312 To receive NCC Agency Grass Cutting contribution for 2025-26 and confirm invoice sent – A sum of £1,053.63 will be paid will be paid by NCC in respect of the NCC grass cutting. The clerk confirmed she had sent an invoice to Norfolk County Council to claim this amount.
- 11313 To discuss and consider planning matters
- PL/2025/0330/HOU, Heathfield The Drift, Gressenhall - Proposal: Renovation, repairs and single-story side extension to existing bungalow, remove existing garage and erection of replacement garage and new vehicular access. **Comments due 30th April** – Parish Council undertook to review the submitted plans and comment to BDC of no objections.
 - PL/2025/0394/VAR, 9 Chequers Lane - Variations of conditions 5 & 7 on pp and PL/2023/0346/VAR - to remove the access to the west side and use existing access only – **No objections.**
- 11314 Report from County Councillor – Report discussed during Annual Parish Meeting.
- 11315 Report from District Councillor - Report discussed during Annual Parish Meeting.
- 11316 Financial Matters
- a. To approve the 2024-25 Annual Governance and Accountability Return – All present agreed the document which was signed by the Chairman.
 - b. To approve the 2024-25 Payments and Receipts accounts and bank reconciliation– All present agreed the document which was signed by the Chairman.
 - c. To receive the internal audit report – The report was received and it was agreed the clerk would circulate a Reserves Policy to be agreed at the June meeting.
 - d. To confirm payments for April: Clerk salary and expenses - £363.80, HMR&C - £84.20, Gressenhall Community Car scheme - £73.07, Gressenhall Community Car Scheme (Breckland) - £98.38, Norfolk ALC - £232.36, Reading Room - £10.00, Robin Goreham - £55.00, TTSR Limited - £903.34.
 - e. To receive income for April: Breckland Precept 1st installment - £8,250.00, Breckland Council (GCCS) - £1,750.00.

11317 Policies

To review and consider the following Policies:

- a. Standing Orders
- b. Financial Regulations
- c. Financial Risk Assessment
- d. Model Publication Scheme

The Policies were reviewed and it was agreed that no changes are required.

11318 Reports from councillors (for information only)

Councillor Day requested Norfolk Woods and Hedges are contacted to look at the oak tree near the children's play area as there are a few dead branches.

It was requested the Clerk writes to 1 Rougholme Close and request the hedge is cut back as it is overhanging Litcham Road. It was agreed for the Clerk to complete a Land Registry search to find the owner of the small piece of land on the corner of Litcham Road and Rougholme Close.

11319 Correspondence (for information only) – None.

11320 To confirm the date of the next Meeting of the Parish Council – Tuesday 3rd June 2025 at 7:00pm.

That being all, the meeting closed at 9:00pm.

Signed:.....

Dated:.....