

Please note that minutes are published in draft form until approved at the next Council meeting

**MINUTES OF THE GRESSENHALL ANNUAL PARISH COUNCIL MEETING HELD ON
TUESDAY 1st JULY 2025 AT 7.00PM IN THE READING ROOM**

11334 Present: Councillor Melton – Chair Councillor Reader
Councillor Crisp Councillor Radford
Councillor Keidan

6 members of the public

11345 To receive apologies for absence – Councillor Beazley, Councillor Day, District Councillor Atterwill, District Councillor Duffield.

11346 Declarations of interest – All Councillors in attendance declared an interest in The Swan Public House, Councillor Reader declared an interest in agenda item 10 - Gressenhall play park.

11347 To approve and sign the minutes of the meeting held on Tuesday 2nd June 2025 – The minutes of the meeting held on Tuesday 2nd June were agreed by all Councillors present and signed by the Chairman.

11348 To report progress on items not on the agenda from the last meeting (information only)
Nothing to update.

11349 Open forum for Public Participation: an opportunity to hear from members of the public.
A reminder of the Gressenhall Dog Show to be held on 5th July from 12 – 5pm. Everybody welcome.

A resident expressed concern over the on-going water leak on the Green and the impact this was having on residents with the surrounding area now becoming boggy. It was confirmed that Anglian Water were due to complete the work on 25th June but the update states that “the work is taking longer than expected.” The clerk will chase Anglian Water again. Another leak has appeared on the other side of the green, this has been reported by Councillor Day. Instructions on how to report water leaks will be added to the “Box” in the News and Views.

Terry Wootten offered his services as volunteer to take on the duties involved with the Sam2 sign. The clerk agreed to contact Mr Wootten to discuss. Thanks were given from the Chairman to Mr Wootten for volunteering.

11350 Reporting of any Highways Matters including:

- To receive any highways defects to report – It was reported that there was erosion to the edges of Bittering Road. The clerk will report to Mark Kiddle-Morris (Norfolk County Council).

11351 To discuss and consider update on The Social Club – It was reported that following the meeting with George Gray and the inspection survey of the roof, figures would now be required for the cost of the repairs. This would enable a short term/long term plan to be made taking into account the other requirements of the Social Club, in particular, in respect of storage. It was noted that grants may be available toward the work and this would be investigated further.

11352 Update on the Gressenhall Community Car Scheme – 28 visits with 30 passengers were covered during June. It was agreed that the clerk would contact Anne Maskell to discuss the DBS requirements and procedure. The Chairman thanked Anne for her continuing support with running the scheme.

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- 11353 Update on the Elmham GP Surgery – Cllr Keidan reported that the next Patient Participation Group is on 13th August. It was confirmed that surgery staff are asked to complete online forms for any patient that does not have access to the internet.
- 11354 To receive update from Play Park Project – It was reported that following the dog show on 5th July there should be sufficient funds to complete Phase 2 of the project, hopefully by late July/early August, which includes the installation of a zip wire. It was suggested that a noticeboard at the Play Park may be useful and the cost of this will be investigated and discussed at the next parish council meeting.
- 11355 To discuss and consider arranging Himalayan Balsam bash – It was reported that there is now Himalayan Balsam and the clerk will contact Liam Smith to organize a date for the “bash”.
- 11356 To discuss Insurance – The clerk confirmed that cover with Zurich was in place and the renewal payment was set up ready to be authorised.
- 11357 To discuss tree maintenance – it was agreed after discussion that tree maintenance and hedge trimming is required in four locations being, The Surveyors Pit, The Social Club, Swan Drive and around the cricket pitch. It was further agreed that a schedule of works and costs should be sought from Nick Saunders and the clerk will contact Nick and add item to the August agenda to discuss.
- 11358 To discuss and consider planning matters – nothing to report.
- 11359 Report from County Councillor – No update.
- 11360 Report from District Councillor – No update.
- 11361 Financial Matters
To confirm payments for May: Clerk salary and expenses (Leanne Jarrett) - £77.65, HMRC £19.40, Clerk salary and expenses (Sue Horton) - £294.00, Gressenhall Community Car scheme - £76.37, Gressenhall Community Car Scheme (Breckland) - £85.38, Breckland Small Society Lotteries - £20.00, Tidswell Childs (Social Club report) - £1864.67, Wright Clear Pest Control - £150.00, Mr R Beazley (expenses) - £35.00, Zurich Insurance renewal premium - £805.61.
- 11362 Reports from Councillors (for information only)
Cllr Melton asked if any response had been received following the letter sent by the clerk to Mr Kennedy (Rougholme Close land). No response has been received to date.
- Cllr Keidan requested that a Financial Reserves policy be added to the August agenda to be discussed.
- 11363 Correspondence (for information only) – Letter received from Department for Environment Food & Rural Affairs would be emailed to all Councillors.
- 11364 To confirm the date of the next Meeting of the Parish Council – Tuesday 5th August 2025 at 7:00pm.

That being all, the meeting closed at 7.50pm.

Signed:.....

Dated:.....