

**Minutes of the Neatishead Parish Council meeting held on Thursday 16th October 2025 at
7.30pm in the New Victory Hall, Neatishead**

Present:

Cllr Michael Godfrey (Chair)

Cllr Daniel Moulton

Cllr Ben Mullard

Cllr Jane Rutter

Cllr Richard Price (Norfolk County Council, South Smallburgh Division)

Parish Clerk Laura Bateman

Also present: 1 member of the public

Meeting opened: 7.30pm

1. Apologies

Cllr Robert Ferrier-Hanger

Cllr Gerard Mancini-Boyle (North Norfolk District Council, Hoveton & Tunstead Ward)

PC Matt Pritty (Norfolk Constabulary)

2. Declarations of Interest and Applications for Dispensation

None received

3. Minutes of the Previous Meeting

The minutes of the meeting held on 18th September 2025 were AGREED as an accurate record. Proposed by Cllr Mullard, seconded by Cllr Moulton, all in favour.

4. Public Speaking

a) County Councillor:

Cllr Price will be encouraging Barton Turf and Irstead Parish Council to apply for Parish Partnership Scheme (PPS) funding to upgrade the SAM2 device, he would be in a position to contribute the remaining 50% from his personal budget. This facility will provide greater opportunities in the future for more insightful data, enhanced by developments in AI technology, for the use of a wider range of authorities.

Norfolk County Council continuing with the 1-unitary authority proposal, with a focus on the development of local area committees. This could see parish council's gain more responsibilities and more say in local matters.

Cllr Price suggested asking New Victory Hall (NVH) Management Committee if it was in position to contribute to the permissive footpath, Clerk to action.

ACTION Parish Clerk

b) District Councillor:

No report was received.

c) Police:

No report was received.

d) Public:

There was no participation from the public.

5. Planning

a) New Applications:

No applications received prior to the agenda being issued.

b) Planning Decisions Noted:

There were no new planning decisions received.

6. Matters Arising from the Last Meeting

a) It was agreed that due to significant contribution costs towards the installation of a new bus shelter, funding would not be applied for at this time but may be considered in the future should suitable funding options become available.

b) The room hire rates for the NVH were noted and it was agreed that only 2 hours were required for meeting bookings for 2026.

c) The Clerk continued to investigate the legal ownership of the land known as the Sandpit. It is believed that documents that could help establish ownership were held at the Norfolk Records Office. A budget of £40 was AGREED to make copies of any relevant documents found during the Clerk's visit there to help clarify this further. Proposed Cllr Mullard, seconded Cllr Rutter, all in favour.

ACTION Parish Clerk

d) Planning enforcement enquiries regarding the cart shed on Church Road were ongoing by NNDC and the officer would report back once a decision had been made.

e) It was noted the faded 'SLOW' markings on School Road had been added to NCC maintenance log.

f) Some of the public notices still required the email address updating. Cllr Godfrey to action.

7. Maintenance and Risk Assessments

The trial of electronic risk assessments had been relatively successful and required only a few minor amendments. The Clerk to re-issue out link to all councillors for use in the future.

ACTION Parish Clerk

The risk assessments were allocated as follows:

The Staithe: Cllr Mullard

Play area: Cllr Rutter

Recreation around car park: Cllr Rutter

Recreation field: Cllr Rutter

Allotments: Cllr Rutter

School green: Cllr Rutter

Village Hall Parish Council car park: Cllr Moulton

a) The vegetation waste had been disposed of at the Staithe.

b) The zip wire on the playground still requires re-tensioning. Cllr Godfrey will look into this. Cllr Rutter suggested the grass not be cut so often underneath the climbing frame in summer to add a more protective floor covering, the Clerk will speak with the contractor nearer the time. **ACTION Cllr Godfrey**

c) The visibility to the right as you leave the recreation ground car park was not good. This could be considered to be included under the maintenance contract for next year.

d) There were some minor maintenance issues that Cllr Rutter will tend to on the recreation field. The Clerk will request an update regarding any progress on works needed to the oak tree in the recreation field that cracked during the summer. **ACTION Parish Clerk**

e) There were no issues to report at the allotments.

f) There were no issues to report at the school green.

g) Cllr Moulton had repositioned the visibility at the New Victory Hall car park exit but it needed additional securing and the waste from when it was fitted still needs removing. He had sprayed the footpath with weedkiller. **ACTION Cllr Godfrey & Cllr Moulton**

8. Other Matters

a) No data to report.

b) It was AGREED to submit the Parish Partnership Scheme application for the continuation of the permissive footpath through the parish council car park at the NVH, proposed Cllr Godfrey, seconded Cllr Moulton, all in favour. **ACTION Parish Clerk**

c) The Council were in favour of Barton Turf and Irstead Parish Council applying for PPS funding to upgrade the SAM2 device.

d) Feedback on NCC's request on the Property and Flood Resilience (PFR) funding application process was agreed and will be submitted by the clerk. Individual applications and priority given in order of risk, vulnerability, financial and submission date were favoured. **ACTION Parish Clerk**

e) It was AGREED that a donation of £75 would be made to the East Anglian Air Ambulance Service for the upcoming defibrillator training they were providing in the village. Proposed Cllr Mullard, seconded Cllr Moulton, all in favour.

9. Correspondence

a) The Council noted NCC's latest Local Government Reorganisation update

- b) The Council noted NNDC's latest Local Government Reorganisation update
- c) The Council noted the new Mayoral Roles and Powers document.
- d) The Council noted NVH Management Committees request for help but members were not currently in a position to volunteer more hours, in addition to what their parish council responsibilities already required.

10. Finance

- a) The bank account balances were accepted.
- b) The payments due were agreed to be paid. Proposed Cllr Godfrey, seconded Cllr Moulton, all in favour.
- c) The quarterly bank reconciliation was AGREED, proposed Cllr Rutter, seconded Cllr Godfrey, all in favour.
- d) The quarterly budget report was accepted.

11. Any Other Business

Cllr Mullard reported he had spoken with Neatishead Primary School regarding potential collaboration on a community project, possibly involving the design of a sign to promote keeping the village tidy. The school would consider ideas for the project and report back in due course. It was agreed the Parish Council would send a letter to the school thanking the children and parents for their recent litter-picking efforts.

ACTION Parish Clerk

12. Date of Next Meeting

Thursday 20th November 2025 at 7.30pm in New Victory Hall, Neatishead

Meeting closed: 8.35pm

CHAIR

Signed..... Dated.....