

**Minutes of the Annual Meeting of Neatishead Parish Council held on Thursday 21 May
2026 at 7.30pm in the New Victory Hall, Street Hill, Neatishead NR12 8AD**

Present:

Cllr Robert Ferrier-Hanger (Chair)
Cllr Michael Godfrey
Cllr Brian Boldero
Cllr Ben Mullard

Parish Clerk:

Laura Bateman

Also present:

Cllr Adam Varley, Norfolk County Councillor, Hoveton Division
4 members of the public

Meeting opened: 7.30pm

1. Elections

a) Cllr Ferrier-Hanger was elected as Chair for the forthcoming year. Proposed Cllr Godfrey, seconded Cllr Mullard, all in favour.

b) Cllr Godfrey was elected as Vice-Chair for the forthcoming year. Proposed Cllr Ferrier-Hanger, seconded Cllr Mullard, all in favour.

2. Apologies

Cllr Daniel Moulton
Cllr Jane Rutter
Cllr Gerard Mancini-Boyle (North Norfolk District Council, Hoveton & Tunstead Ward)
PC Matt Pritty (Norfolk Constabulary)

3. Declarations of Interest and Applications for Dispensation

Cllr Ferrier-Hanger declared a personal interest as a Trustee of the Poor's Trust.

4. Minutes of the Previous Meeting

The Clerk informed the meeting she had added the schedule of payments, direct debits, regular payments and bank signatories approved to the draft minutes of the meeting held on 16 April 2026. The minutes were then AGREED as an accurate record. Proposed by Cllr Godfrey, seconded by Cllr Ferrier-Hanger, all in favour.

5. Public Speaking

a) County Councillor:

Cllr Varley introduced himself to the meeting following his recent appointment as County Councillor for the Hoveton division. He explained he had grown up in the local area and was looking forward to working for the community. He explained that Reform had taken minority control at Norfolk County Council and a meeting would be held on 28 May 2026 for the party

to decide if it was going to run with a minority administration, he would inform the Parish Council of the results.

b) District Councillor:

No report was received.

c) Police:

No report was received.

d) Public:

No items were received from the public.

6. Planning

a) New Applications:

PF/26/0190 Allensby School Road Neatishead, Norwich Norfolk NR12 8XW - Extensions and alterations to create first floor accommodation. Detached cart lodge with accommodation in the roof space to front of dwelling.

Whilst the Parish Council did not object in principle to the site being developed, it raised several concerns regarding the current proposals. The size and scope of the development, including a substantial second storey extension and the addition of a cart lodge, appeared excessive for the size of the plot. In addition, the proximity to the neighbouring boundaries and the impact on any trees during construction were also raised as a concern. Although Cllr Boldero raised no objections, it was proposed by Cllr Ferrier-Hanger and seconded by Cllr Mullard that an objection would be lodged with North Norfolk District Council Planning, which was duly agreed.

b) Planning Decisions Noted:

None received.

7. Matters Arising from the Last Meeting

a) The Standing Orders were reviewed and agreed with no changes. Proposed Cllr Ferrier-Hanger, seconded Cllr Mullard, all in favour.

b) It was agreed the review of the Financial Regulation would be moved to June's meeting following several suggested amendments that needed to be duly considered alongside the possible appointment of an Internal Control Officer.

c) The Reserves Statement presented was AGREED, proposed Cllr Ferrier-Hanger, seconded Cllr Godfrey, all in favour.

d) The Asset Register was AGREED, proposed Cllr Ferrier-Hanger, seconded Cllr Mullard, all in favour.

e) The financial risk assessment was reviewed and AGREED, proposed Cllr Ferrier-Hanger, seconded Cllr Mullard, all in favour.

f) Section 1 Annual Governance Statement of the Annual Governance and Accountability Return was reviewed and it was AGREED the Council was satisfied that each of the regulations had been achieved. Proposed Cllr Ferrier-Hanger, seconded Cllr Godfrey, all in favour.

g) Section 2 Annual Accounting Statement of the Annual Governance and Accountability Return was reviewed and approved as accurate, proposed Cllr Ferrier-Hanger, seconded Cllr Mullard, all in favour.

h) The Notice of the Period of Elector's Rights was agreed as 3 June 2026 to 15 July 2026

i) Following two additional quotations provided for insurance cover of over £700, the renewal quotation provided from Zurich of £495 was AGREED.

8. Other Matters for Consideration

a) The Clerk updated the meeting that NNDC planning team had advised that planning permission would be required for the continuation of the permissive footpath. The cost of the application was £154.50 and an arboriculturist report would also be required, of which the Clerk is seeking quotations.

Due to unforeseen tragic circumstances, it was agreed the matter would be deferred to July's meeting out of respect for the parties concerned.

Cllr Varley requested that details of the project and the previous members agreement to provide funding towards the works be forwarded onto him. The Clerk would send him all the details and would continue with any necessary administration tasks to needed to help the matter progress at July's meeting.

ACTION Parish Clerk

b) The resignation of the Clerk was formally noted. The recruitment process, job advert and job description were agreed.

It was agreed that a Staffing Working Group consisting of Cllr Ferrier-Hanger, Cllr Godfrey and Cllr Rutter (subject to her agreement) would be responsible for sifting applications and conducting interviews. The findings of the Staffing Working Group would be reported to Full Council for a decision to be made on the successful candidate. The Clerk would provide the administrative support for the process.

ACTION Parish Clerk & SWG

c) There were a couple of funding opportunities available for new football posts, however the size and type of posts needed to be identified. Cllr Ferrier-Hanger will measure the football posts in situ and report back at the next meeting.

ACTION Cllr Ferrier-Hanger

d) There was no data for SAM2 this month and an update would be provided at June's meeting. Barton Turf and Irstead Parish Council's application for PPS funding for an upgrade to the SAM2 had not been approved due to a late submission which was disappointing. Neatishead Parish Council will consider applying at the next round of submissions in 2026-2027.

9. Maintenance and Risk Assessments

a) The Staithe – no issues to report.

b) Play Area – no issues to report.

c) Recreation ground car park – a new 'No Overnight Parking' was needed.

d) Recreation field – the football posts required full replacement and not just the nets as previously reported. This had been discussed earlier in the meeting.

e) Allotments – a new welcome sign was needed to replace the existing one which was now broken.

- f) School Green – no issues to report.
- g) Car park next to village hall - a new 'No Overnight Parking' sign was needed.

The Clerk will get some prices for the signs ready for consideration at the next meeting.

ACTION Parish Clerk

10. Correspondence

- a) Hoveton Community Council's consultation on its draft Neighbourhood Plan was noted and any comments should be submitted by 6 June 2026.

11. Finance

- a) The transfer of £1000 from the current account to the savings account was AGREED.
- b) The bank account balances were accepted.
- c) The following schedule of payments was approved:

L Bateman	Salary	£417.32
NNDC	Dog waste bin collections	£257.40
Norfolk ALC	Membership fee (National & Norfolk)	£195.87
New Victory Hall	Hall Hire	£22.00
St Peters Church	Grant	£300.00

Proposed by Cllr Ferrier-Hanger, seconded by Cllr Mullard, all in favour.

12. Any Other Business

None received.

13. Date of Next Meeting

Thursday 18 June 2026 at the New Victory Hall, Neatishead, NR12 8AD

Meeting closed: 8.24pm

CHAIR Signed..... Dated.....