



THURLTON PARISH COUNCIL

MINUTES of MEETING held on Monday 10th November 2025 at Village Hall 7.30pm

Present

Cllrs. Paul Jackson (Chair), Rob Blayney (Vice Chair), Mick Erskine, Andy Whiting and Emma King. Gill Crossland (Clerk).

1. Apologies received and accepted - Ref 11/25/01

Cllrs. Teresa Miller and Doug Wright

Barry Stone County Councillor for Clavering, Cllr. Andy Evans (Thurlton District Ward).

2. To receive Declaration of Interest – Ref 11/25/02

Cllr. Emma King No: 9B nonpecuniary interest

3. Minutes of previous meeting – Ref 11/25/04

13th October 2025 minutes were circulation to all Councillors prior to meeting. These were agreed by all council members and signed by Chairman.

Proposed Cllr. Erskine, seconded by Cllr. Blayney.

4. Public Participation Session - Ref 11/25/03

There were three members of the public present. All Councillors introduced themselves to public.

Two members of the public requested Council for an update on the plans to develop Blacksmiths Gardens and land at the back of Sandy Lane. Cllr. Jackson confirmed that comments regarding both sites had been put through at the outset of VCHAP. Concerns were acknowledged and reassurance that the Parish Council will keep the public informed, but at present, these are only site suggestions and have not gone to planning permission to-date. The public are encouraged to submit their views individually on any planning permission requests in addition to the Parish Council comments.

One member of the public expressed concerns on the lighting from the Village Hall grounds on the basis that it was extremely bright and intrusive to neighbouring properties. Cllr. Erskine confirmed that this was under investigation by the Village Hall Committee for alternative lighting to be considered.

5. Matters Arising from previous Minutes - Ref 11/25/05

None

6. County/District Councillors, Community Policing, Local Organisations, Clubs and Individuals with specific responsibilities – Reports and Information - Ref 11/25/06

Two members of the Allotment Association informed Council to enable items on allotments to be protected with insurance cover the gates on the allotment site would need to be locked overnight. Council requested Allotment Association display a contact number should anyone need access to the site whilst closed together with directions on alternative routes to gain access to opposite sides of the site.

- a) Cllr. Erskine proposed accepting the Allotment Association locking proposal for a trial period of six months with a review in April 2026, seconded by Cllr. Blayney. All hands in favour.
- b) Cllr. Barry Stone's October and November reports were circulated to all Councillors prior to meeting.
- c) South Norfolk Public Spaces Protection Order No. 4 was circulated to all Councillors prior to meeting.
- d) Norfolk Constabulary Operation Radium Plan was circulated to all Councillors prior to meeting.

7. Management and Maintenance of P.C Assets – Ref 11/25/07

- a) The Playing field monthly report had been carried out by the Clerk with no accidents being reported. Clerk advised inspections will now be made bi-monthly until late spring 2026.
- b) On-line Playgrounds maintenance had visited the playing field, and their report will be received shortly.
- c) Two quotes had been received for restoration of five village benches.
Cllr. Blayney proposed instructing JC Garden Maintenance to restore five benches for £262.00 including materials, seconded by Cllr. Whiting. All hands in favour.

Clerk advised Council that training for inspecting the playing field equipment had been postponed to February 2026.

Management of the Village Hall was discussed following the resignation of Chairperson and Treasurer of the current Committee. Clerk was requested to send out letters to local groups named in the Trust and regular users of the Hall to request volunteer nominations to support the Committee by attending their meetings from January 2026. The Parish Council will continue to work with the Village Hall Committee to ensure that the Hall is able to provide for the community.

8. Highways/Traffic Calming/Footpath Matters - Ref 11/25/08

- a) Westcotec SAM 3 Unit plus accessories will be delivered on 14th November 2025. Highways had installed posts and Clerk had ordered high viz vests and traffic cones. A risk assessment was circulated to all members. Cllr. Blayney proposed Thurlton Parish Council Risk Assessment with appendix be adopted, seconded by Cllr. Wright. All hands in favour. Chairman signed document.
Norfolk County Council have ordered the school SAM unit which they will arrange to fit when received. This unit is static and maintained by Norfolk County Council.

9. Planning - Ref 11/25/09

- a) South Norfolk & Broadland Design Code Supplementary Planning Document was circulated to all Councillors prior to meeting.
- b) 2025/3125 – Walnut Tree Farm Low Road, Thurlton. NR14 6PZ
All Councillors were concerned with the demolition of the existing farmhouse which is considered to be of significant historical interest. Cllr. King proposed an objection be put forward, seconded by Cllr. Blayney. All hands in favour.

10. Finance Ref 11/25/10

£26.25 Clerks working from home monthly allowance

£265.52 Clerks salary

£62.40 Norfolk Parish Training and Support

The following paid by DD or debit card

£141.93 HMRC

£13.49 HP Ink

£9.80 Stationery

£504.00 Clerk Laptop

- a) All above proposed by Cllr. King, seconded by Cllr. Whiting. All hands in favour.
- b) Accounts and bank balance circulated to all Councillors and agreed.
- c) Cllr. Blayney proposed renewal of McAfee on year subscription @ £89.99, seconded by Cllr. King. All hands in favour.
- d) Clerk advised Council that a receipt of £2,227.22 had been received from SNDC
- e) Clerk advised Council that a grant of £300 had been agreed from Cllr. Evans towards SAM 3 units.
- f) Clerk advised Council that a donation of £250.00 had been granted by The Raveningham Country Fair Committee. Clerk to send letter of appreciation.

11. Policies – Ref 11/25/11

Cllr. King proposed adoption of Armed Forces Covenant Policy, seconded by Cllr. Whiting. All hands in favour.

12. Correspondence – Ref 11/25/12

- a) Fallen tree blocking footpath on Low Road Thurlton had now been cleared.

13. Date of next meeting – Monday 8th December 2025. Thurlton Village Hall 7.30pm

Signed..... Date: 8th December 2025

Meeting closed at 9pm

Gill Crossland

PARISH CLERK

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