



Meeting of the Parish Council

Minutes

4th November 2025, 7.30pm

Burgh St Peter Village Hall

PRESENT: Cllrs A. Godsave, P. Harrison, K. Kennedy-Hill and M. Tansley.

Also in Attendance: Tina Newby (Clerk).

Members of the public attending: District Councillor Evans.

1. **Welcome**
2. **Apologies** – Apologies were received from Cllr Wright.
3. **Declarations – Pecuniary and Other:** To record declarations of interest from Members in any item to be discussed under pecuniary or other.
4. **Minutes** – Confirmation and signing of Minutes of the Meeting held on 3rd September 2025 and matters arising from these Minutes. **RESOLVED: To approve minutes of 3/9/25, proposed by Cllr Godsave and seconded by Cllr Harrison, unanimously agreed.**
 - a. Footpath FP11 – await further photographs.
 - b. PLB223 Aldeby, The Street, St. Marys Road & Beccles Road – Speed limit change – RSCF TRO – the consultation is this week.
 - c. Taylor Road hedge problem. Photographs to be supplied and then reported.
 - d. Millenium Garden Information Board has been completed and looks great.
 - e. Replacement Oak – this is now the planting season. Cllr Tansley to source a replacement.
 - f. Replacing dead fruit trees. We will need a schedule for watering. Agree to purchase a couple more fruit trees. Cllr Tansley to look into this.
 - g. Elliott Simmonds has completed the work to the swings and additional maintenance. Cllr Tansley will charge for making the back boards.
 - h. Clerk to obtain additional quotes for website and gov.uk email addresses. Clerk reported on quotes sourced for the new website and email accounts. **RESOLVED: To agree to go to Norfolk ALC this work. Aldeby Parish Council are already members of Norfolk ALC. Proposed by Cllr Harrison and seconded by Cllr Tansley, unanimously agreed.**
5. **To consider co-option for the Councillor vacancy, and the signing of the declaration of office.** No one has come forward and shown they are interested.
6. **Adjournment** – Standing orders will be suspended to allow public participation, 3 minutes per person, for items to be discussed for information only.

Resume Standing Orders.

7. **Reports received from County and District Councillors.** District Cllr Evans reported that the decisions for 1 unitary authority (Norfolk County Council) and 2 unitary authorities (District Council) have been sent to Government for consideration.
There is double the funds from Community Action Fund. **Action Clerk** to speak to Fraser Beales from Community Action Fund.

Sam2 issues **Action Clerk** to send a reminder to Highways and copy District and County Councillors in the email.
Nothing appears to have happened with the solar farm.

8. Planning –

- Late planning applications received after the agenda being published. None
- To note the latest planning decisions – None.
- To discuss any Enforcement issues. – No update

9. Highways – No new issues at the time of the agenda being published.

- To note the situation with the SAM2 and agree any action. (above). **Action Clerk** to send the revised figures to Highways for reimbursement.
- To discuss and agree the reply for the Property Flood Resilience Scheme. In the past there has been little pockets of flooding, surface water. Corner of Common Road, Lily Road and Duncow Road. Information was discussed and the survey filled in.

10. Parish Land – Discuss and agree any actions:

- To receive an update on grants from District and County Council. Progressing
- Other grant applications for play equipment and bus shelter re-thatching. Ongoing.
- B Gooderham has reported that he can no longer get into the fields for hedge cutting, his tractor is now too big.

11. Finance –

- To note balances of all accounts and receive bank accounts update. Amenities £1,721.36, Savings £4,137.07, main account £6,575.31
- Payments for Approval. £351.90 Proposed by Cllr Harrison and seconded by Cllr Tansley, unanimously agreed.
- To note statement of accounts. Discussed and noted.
- To discuss the budget for 2026-2027 – noted with a few amendments.
- Update on Scouts donation. Cllr Tansley reported that the Scouts would like us to pay the Village Hall to be held on their rental account. Last meeting the Council agreed to pay £150.00
- To agree ordering Litter Picking Equipment for the litter pick days. Wait for an audit of the equipment we have, before purchasing. Cllr Tansley will look at his stock. Add Gloves to the list.

Aldeby Parish Council Statement of Accounts

Nov-25

b/f	01/04/2025	£3,026.71
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Running total	Receipts	£13,599.23
	Payments	-£10,050.63
		£6,575.31

Bank balance	4th November 2025	£6,575.31
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Payments between meetings

Med Uk - pay TN	Defib battery (Spare)	243.60
HMRC	Tax	230.77
Simmons Property Maintenance	Basketball backs	80.96
Simmons Property Maintenance	gate adjustments	77.50
Simmons Property Maintenance	OSPF	295.13
TN Poppy	Wreath	25.75

P Sharman	information board	665.00
Lloyds Bank	Service Charge	4.25
HMRC	Tax	301.83
HMRC	Tax	231.83
	included in above	£2,156.62

Payments

Payable too	Description	Cashbook Ref
Tina Newby	Wages Oct + Exp	£315.90
JS Pest Control	VAT payment	£36.00
		£351.90

Balances		
Parish Council	04/11/2025	6575.31
Amenities	04/11/2025	1721.36
Savings	04/11/2025	4137.07
		12,433.74

12. Parish Council – Discuss and agree any actions:

- a. To review the IT policy. Councillors to sign the amended version.

13. Correspondence – Eva's creating group will be planting 80 daffodils on the millennium mound and a Rowan Mountain Ash. – Thank you from the Parish Council.

14. Any issues or information from the Councillors:

- Action from the police – vans are no longer parked around the triangle, but the residents now are parking there.

Date of next meeting: 7th January 2026, 7.30pm.

Close meeting 9pm