

SCULTHORPE PARISH COUNCIL

Minutes of the general meeting of Sculthorpe Parish Council which was held on Wednesday 3rd September 2025 at the Village Hall at 7pm.

Present: Cllr Read (Chairman), Cllr London, Cllr Ramm, Cllr White, Cllr Dawson and Cllr Lissack.

Also present, Michelle Wroth (Parish Clerk), County Cllr Michael Dalby and 1 member of the public

1. Declarations of Interest

- a) To receive declarations of interest and dispensation requests - None

2. Apologies for Absence

- a) To receive apologies for absence - None

3. Chairman's welcome and announcements

4. Public Participation

- a) No comments or questions from Members of the Public

5. Minutes

- a) The minutes of the meeting held on 2nd July 2025, having previously circulated were accepted as a true record and duly signed.

6. Reports

- a) County Councillor – report added to website
b) District Councillor – Not available

7. Planning

- a) Consider Planning Application(s): None
b) Other Planning matters, including recent decisions and consideration of applications arriving after publication of the agenda - None

8. Finance

- a) Consider payments to be made – approved; decision carried

Name	Description	Gross £
<u>Standing Orders:</u>		
K & M Lighting	13 th July to 12 th August 2025 – Maintenance	25.51
K & M Lighting	13 th August to 12 th Sept 2025 – Maintenance	25.51
<u>BACS:</u>		
M Wroth	Salary September 2025	413.50
M Wroth	Salary October 2025	271.05
Playsafety Ltd	Annual Inspection	124.80
NNDC	Litter and Dog Bins 25/26	350.28
Allied Westminter (Insurance Services) Ltd	Village Hall Insurance	826.89
Francis Beckham Trust	Rental – Playing field 01.10.25 – 30.09.26	15.00

- b) To note the bank reconciliation – Reserves of £7,710.50

9. Highways

- a) Reports or updates on Highway related issues – Cllr London has reported the the branches growing under the small bridge, County Cllr Dalby offered to also look into this matter.

10. Other items for consideration

- a) Discuss and decide on the additional quoted costs of the Solicitor re: Village Hall Ownership/Committee – Cllr Lissack proposed, Cllr London seconded the additional quote hours – decision carried; Clerk to update the Solicitor
- b) Discuss the Village Pub becoming a Community Asset – No further action
- c) Update on Change of Use application for the Bowls Club – Cllr Read proposed the new use of the site 'Community Sports and Recreation', Cllr Lissack seconded – decision carried – Clerk to contact planning to start the change of use process
- d) Discuss and decide on next steps for Parish Partnership 2026/27 bids – Quotes were obtained from NCC for the installation of Wig Wags outside the school (Flashing speed signs) and Village Gateways to be installed. Cllr Lissack proposed that the Parish Council should look to apply for a 50/50 grant for both, Cllr Read Seconded – County Cllr Dalby confirmed that he would support the applications, and he would arrange for a site visit to confirm suitable locations for both items.
- e) Discuss and decide on next steps for the Village Hall Roof – Currently no further action on this item, quotes for a new roof would need to be supplied to the Council and the outcome of the Village Hall ownership
- f) Discuss and decide on next steps for post which has been knocked down opposite 42A Creake Road – NCC installed the posts in this location – Clerk to forward matter to NCC
- g) Consider checking assets within the Parish and decide on next steps – Councillors will complete a village asset check on Sunday 21st September
- h) Discuss footpaths and rights of way within the Parish and whether they are accessible; consider further actions – No further action
- i) Discuss and decide on next steps based on the ROSPA report dated July 2025; A quote to replace the rotten beam on the basket swing was obtained from the original supplier and due to the item still within the warranty period, Cllr Read proposed that the quote be approved for £1047.17 inc VAT however to see if the original chains and hangers could be re-used to lower the price. Cllr Lissack seconded the motion – Clerk to contact NFG Play. Clerk also to send the ROSPA report to NFG and ask for them to attend the site and check the items listed and provide quoted where required. Clerk also to contact the Frances Trust regarding the gates which require welding and to ask the grass cutting contractor if they are able to cover the safety matting with soil and grass seed.

11. Correspondence

- a) Consultation on Main Modifications to the North Norfolk Local Plan (24) – No comments
- b) Operation Radium – Request for Support with Trigger Plan – Cllr Read proposed to support the initiative, Cllr London seconded – Clerk to write to Norfolk Constabulary to support

- c) Email regarding a 'General Store' at The Aviator, asking if any funding/support would be available – Clerk to respond providing Contact details of Cllr Dalby due to possible funding available

12. Next meeting

- a) Receive future agenda items
- Discuss and decide on bank signatories
 - Discuss and decide on the next steps for bins at the Blackett's Pond
 - Discuss and decide on the next steps regarding dogs being allowed at the Blackett's Pond area
 - Discuss and decide on next steps for Christmas decorations/lights within the Parish
- b) To confirm the next meeting as at 7pm in the Village Hall, on Wednesday 5th November 2025 – Confirmed

Meeting closed at 8.55pm

Signed:.....(Chairman) Date:.....