

# SCULTHORPE PARISH COUNCIL

Minutes of the general meeting of Sculthorpe Parish Council which was held on Wednesday 11<sup>th</sup> March 2026 at the Village Hall at 7.15pm.

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

Also present, Michelle Wroth (Parish Clerk) and 10 member of the public

## 1. Declarations of Interest

- a) Cllr White declared an interest in 14a

## 2. Apologies for Absence

- a) Apologies for absence received from County Cllr Dalby

## 3. Chairman's welcome and announcements

## 4. Public Participation

- a) Items raised in the public session included:
  - The Village Hall Insurance, who should arrange this and who's name should it be in
  - Thank you for the new dual bin being installed at Blackett's pond

## 5. Minutes

- a) The minutes of the meeting held on 5<sup>th</sup> November 2025, having previously circulated were accepted as a true record and duly signed
- b) Matter arising from previous meetings (information only)
  - A meeting with Highways took place regarding TROD on The Street, approx. cost of £65,000 has been quoted. Highways are investigating potential funding
  - Highways issues reported by Clerk and have been completed; matter raised by Cllrs still outstanding and will be followed up by the Clerk
  - Gate at Playing Field repaired by Stair Pro and re-fitted, no charge to the Council
  - Queries raised regarding Amenity Land Rules; no response received regarding these at the time of issuing the agenda
  - Bin for Blackett's pond has been delivered and has been installed
  - Cllr FitzPatrick is assisting to receive a definitive answer regarding the 'Change of Use' at the Bowls Club

## 6. Reports

- a) County Councillor – Report received and shared with Councillors and uploaded to website
- b) District Councillor – No report received
- c) SAM2 data – The recent results show an increase in speeding, Clerk to share the reports with the Neighbourhood Policing Team.

## 7. Planning Delegated decisions

Decisions made in accordance with the Response to Planning Applications Scheme of Delegation

- a) Planning application PF/26/0052 – Owl Barn, Lynn Road, Enlargement of first floor window opening inside elevation. Application no objections or comments, 3 no objections or comments to raise, 0 abstained and 2 no response received

## 8. Planning

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

| NNDC Ref   | Site            | Proposal                                                                                   | NNDC Decision |
|------------|-----------------|--------------------------------------------------------------------------------------------|---------------|
| PF/25/2010 | Sculthorpe Mill | Change of use a corner of an agricultural field to an overflow car park for a public house | APPROVED      |

|            |                                 |                                                                       |                           |
|------------|---------------------------------|-----------------------------------------------------------------------|---------------------------|
| PF/25/2006 | The Grange Farmhouse            | External alterations to include replacement windows                   | APPROVED                  |
| LA/25/2007 | The Grange Farmhouse            | Internal and external works to dwelling                               | APPROVED                  |
| LA/25/2638 | Manor Farm, Creak Rd            | Internal works to remove internal wall between the kitchen and pantry | REFUSED                   |
| PF/25/2117 | 13 Creak Rd                     | Erection of two-storey rear extension                                 | APPROVED                  |
| CD/26/0341 | Cranmer Hall                    | Discharge LA/25/1391 condition 3: Bricks                              | Condition Discharge Reply |
| PF/26/0052 | Owl Barn, 3 The Grange, Lynn Rd | Enlargement of first floor window                                     | APPROVED                  |

## 9. Finance

a) Consider payments to be made – approved, decision carried

| Name                    | Description                                                              | Gross £ |
|-------------------------|--------------------------------------------------------------------------|---------|
| <u>Standing Orders:</u> |                                                                          |         |
| K & M Lighting          | 13 <sup>th</sup> January to 12 <sup>th</sup> February 2026 – Maintenance | 25.51   |
| K & M Lighting          | 13 <sup>th</sup> February to 12 <sup>th</sup> March 2026 – Maintenance   | 25.51   |
| Npower                  | Streetlights – January 2026                                              | 69.14   |
| Unity Trust             | Charges                                                                  | 6.00    |
| Unity Trust             | Charges                                                                  | 7.00    |
| <u>BACS:</u>            |                                                                          |         |
| M Wroth                 | Salary March 2026                                                        | 516.09  |
| HMRC                    | PAYE – P1 and P12                                                        | 76.90   |
| Hayes and Storr         | Professional Charges                                                     | 16.80   |
| Glasdon                 | Jubilee 100 Litter Bin                                                   | 420.00  |

b) Payments to consider received after the publication of the agenda

| Name | Description       | Gross £ |
|------|-------------------|---------|
| NPTS | Annual Membership | 204.14  |

c) To note receipts into the bank:

- None

d) To note the bank reconciliation at 28.02.2026 – Reserves of £4,649.68

## 10. Highways

a) Clerk to follow up previously raised items which are still outstanding, along with drainage around the village and potholes on Barsham Road

## 11. Other items for consideration

- Trees at the Bowls Club which require cutting/removing – Clerk to make further enquires
- Community Right to Bid 'asset of interest' the Aviator – Cllr Read proposed to register the Aviator, Cllr London seconded – carried unanimously
- Approve Internal Auditor - Cllr Read proposed to appoint Roger Gilet as the Internal Auditor for 25/26, Cllr London seconded – carried unanimously
- Review Information Audit – Cllr White proposed, Cllr Ramm seconded – carried unanimously
- Terms of Reference - Village Hall Committee; Action: Clerk to contact Insurers and investigate how the insurance for the building should be dealt with; carry item to May

## 12. Correspondence

a) Norfolk ALC AGM – No representative is available to attend

## 13. Next meeting

- Receive future agenda items
  - Christmas lights
  - Sandy Lane – Planning Permission
- To confirm the next meeting as at 6.30pm in the Village Hall, on Wednesday 6<sup>th</sup> May 2026

#### **14. Exclusion of Press and Public**

That in accordance with the Public Bodies (Admissions to Meetings) Act 1960, the public and press be excluded from the meeting during the consideration of the following item owing to the confidential nature of the business to be transacted

a) Access land to Bowls Club ownership and next steps

Solicitors are investigating the deeds held along with land registry records

ACTION: Clerk to write to registered owner to ask for permission to access the Bowls Club via the piece of land