



THURSFORD PARISH COUNCIL

The minutes of the Parish Council Meeting held on Monday 17th March 2025 in the Conference Room at the Thursford Exhibition

Present: Cllr S. Eckworth (Chair), Cllrs J. Bolam, J. Coles, K. Crompton, R. Garrett, G. Pointer (Vice Chair), R. Wilkes and Parish Clerk – K. Harris, 1 member of the Public

25/19 Welcome

The Chair welcomed everyone to the meeting.

25/20 To consider apologies and reasons

NNDC Cllr Butikofer had sent her apologies.

25/21 To receive declarations of Interest and request for dispensations in any of the agenda items

There were none.

25/22 To Approve the Minutes of the Parish Council Meeting held on 27th January 2025.

The minutes were Approved by all and signed by Cllr Eckworth on a Proposal by Cllr Coles and Seconded by Cllr Crompton.

25/23 Matters arising on the Minutes (for information only), not included on the agenda

Cllr Bolam reported that the Cemetery Clear up and the Litter Pick have taken place. The moles on the Village Green have been sorted. The cost is £80.

Cllr Eckworth reported that Defibrillator training is progressing and is likely to take place in May – she is waiting for NARS to confirm dates and how long to hire the Hall. Hindringham Village Hall are charging a charity rate of £10 per hour.

The invalid bus timetable will be removed.

25/24 Open Forum for Public Participation

- i. Receive reports from NNDC Cllr Butikofer, NCC Cllr Aquarone

NCC Cllr Aquarone – No report had been received.

NNDC Cllr Butikofer had sent a written report: 25/26 Budget - NNDC have produced a balanced budget for the year. The funding increase this year from central Government was 0%. She noted that for every £1 of Council Tax collected NNDC retains £0.08.

There are to be further hearings on the Local Plan in early April. These are open to the public.

Receive report from local Police Beat Officer - No report has been received and there has been no response to emails.

- ii. An opportunity for members of the public to raise questions or concerns

A resident suggested that Thursford Assist needed to be revisited and reset to make sure it was fit for purpose. It is affiliated with the Parish Council and covered by PC insurance so all activities need to comply with this. The PC discussed activities undertaken by members of the Group and what the

original aims were. The resident has risk assessments for all activities. Thursford Assist will be added to the next agenda.

25/25 To receive an update and Approve any Action on the Tyre Bundling Plant in the Parish of Fulmodeston with Barney

The business is waiting for an Environmental Noise Report (which they are responsible for paying for) when they will then apply for retrospective Planning permission.

25/26 To receive an update on Highways matters and Approve any action

NCC Highways have repaired potholes along Church Lane and Heath Lane.

25/27 To receive an update on the Defibrillator and Approve any action

The Defibrillator battery now has only one light so could last several months or fail tomorrow.

As the funds are now available, Councillors unanimously Approved that the replacement unit should be purchased now – it was agreed to purchase from the Community Heartbeat Trust to ensure it fitted into the current cabinet and no other quote will be sought - on a Proposal by Cllr Bolam and Seconded by Cllr Coles.

Current guidance is that the cabinet should be as accessible as possible so should be unlocked. Concern was expressed that this might lead to it being stolen. Cllrs unanimously Approved that the new Casing and Defibrillator should be unlocked on a Proposal by Cllr Garrett and Seconded by Cllr Bolam.

25/28 To consider the Waste Bin on the Village Green and Approve any action

As there is no longer a waste bin, Cllrs are concerned that general rubbish will be placed in the dog waste bin. Cllrs agreed to add this to the next agenda: all will look for information on a suitable bin and costs. It was noted that this would need to be emptied regularly by a volunteer.

25/29 To consider any action on dog waste in the village

Concern was expressed that, despite the bin, dog waste was being left throughout the village. It was noted that signs could only be put up on Council Property. A sign will be put on the Noticeboards about the dog bin and an extended article will be put in the next Tablet.

25/30 To receive an update on the Old Playground

Activity had been noticed in the old Playground owned by NNDC. NNDC have informed the PC that they are not doing any work there and would like to be informed of any activity there. This will be monitored.

25/31 Planning matters.

i. To receive an update on current planning applications

PF/24/2654: 2 North Lane – part 2 storey & part 1 storey extension – Approved

PF/24/2456: Thursford Collection, Outdoor Play Area – Approved.

ii. Planning Applications since the close of the agenda

There are none.

25/32 To receive an update on Cemetery Matters and Approve any action

As a result of the course on Cemetery Management that the Clerk had attended she had compiled a list of necessary actions which will take place over the coming months:

- Full plan of known burials in the cemetery – hand-drawn Plan compiled by the previous Clerk – this has now been plotted on an excel spreadsheet
- A full register of each located burial – will be compiled from the plan and visits to the cemetery
- Register of Exclusive Rights – already maintained
- Maximum time for Exclusive Rights – Thursford Cemetery has 50 years
- Administrative Process for Burial – noted at transfer with the previous Clerk
- Application Form for Burial – updated in line with current recommendations
- Marking of Grave space for grave digger – timeframe agreed with Funeral Director
- Health and Safety – as it is Council Land: Rules and Regulations compiled and a Noticeboard will be located in the Lychgate area – to include contact details for the Clerk
- Memorials – Topple Testing: 5 year plan – to take place this year
- Memorials – form to be updated to include reminder that responsibility for upkeep remains with the purchaser

The Rules and regulations were Approved by All on a Proposal by Cllr Pointer and Seconded by Cllr Garrett.

25/33 Financial and Governance Matters

i. To Approve the Cashbook and Payments List

The balance in the Community Account, balanced to the 13th February Bank statement, was £5,397.49 and, £6,447.74 in the NS&I Deposit Account.

Receipts since the last meeting: £20.00 - Parkside Garage (advertisement in 4 editions of the Tablet); £25.00 – Abbey Memorials (additional inscription to Cremation Tablet); and confirmation of the total raised for the Defibrillator from the Sponsored Walk - £1,174.81.

The following Payments are awaiting Approval: Fakenham Prepress - £40.00 (Newsletter), C. Harris - £361.68 (Clerk's salary January to March), HMRC - £99.00 (Tax on salary), C. Harris - £60.00 (Clerk's expenses). This was Approved by All on a Proposal by Cllr Bolam and Seconded by Cllr Crompton.

ii. To Approve Cemetery fees and updated forms

The Clerk had sent a comparison of local cemetery fees to Cllrs. The following changes were Approved: Burial and Interment of Ashes under 16 years – free; Burial - £200; Exclusive Right (up to 50 years) - £150; Erection of Memorial - £150; Re-inscription or replacement Headstone - £100; Interment of ashes - £100; Exclusive Right in Tablet Space - £100; Placing of Memorial Tablet - £80; Re-inscription of Tablet - £80; Transfer of Exclusive Rights - £80. All cemetery fees are doubled for non-parishioners. The forms and fees were Approved by All on a Proposal by Cllr Pointer and Seconded by Cllr Bolam.

iii. To review and Approve the following policy: Privacy Statement for the website

The Privacy Statement was Approved by All on a Proposal by Cllr Coles and Seconded by Cllr Garrett.

25/34 To receive an update on Local Government Reorganisation and Devolution

KH attended a meeting hosted by NNDC on 25th February. Norfolk and Suffolk will have a single Mayor – it is not known where the Mayor will be located. The next tier will be unitary authorities, but the number is not yet known – 2 or 3 is being suggested. The election for Mayor is likely to be May 2026, the Unitaries in 2027/28. The NNDC Chief Executive did not envisage any redundancies of District Council staff.

25/35 To consider any action by the PC for VE Day (May) or VJ Day (August) for the 80th anniversary

The PC will not be organising any activities.

25/36 To consider whether to publish an April Tablet.

The February Tablet has recently been published. It was agreed to wait until after the next meeting.

25/37 To note any correspondence

The following correspondence has been sent to Cllrs since the last meeting:

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| Rural Bulletin (Final Local Gov't settlement) | Postponement of Fakenham police meeting |
| NNDC planning topics & training forum | Consultation on Devolution |
| NNDC Cllr Butikofer February report | NNDC Local Gov't Reorganisation Presentation |
| Resident's email re Station Road | Hindringham resident re rave in Thursford |

The police were involved when this property held a rave in 2023. Cllrs and members of the public were advised not to attend. The Landlord of the property has been made aware and the police have been informed

25/38 To note the dates of meetings for 2025:

Mondays, 7pm – 12th May, 15th September, 3rd November

The PC have permission to use the Pavilion if disabled access is required.

Annual Parish Meeting – Monday 7th April 6pm at St Andrews Church

Cllr Eckworth has invited representatives from the PCC, Methodist Church, SAV, Fuel Allotments, Allotments and representatives of local businesses

25/39 Any Other Business – for information only

Cllr Wilkes noted a motorbike is being regularly down Station Road at speed. The police have been informed. It is not possible to put an obstacle across the access onto the B1354 as disabled access is required.

Cllr Eckworth noted that there has been an attempted theft of wild bluebells in the local area. The police have been informed – on the last occasion the perpetrators were apprehended and convicted.

The PC has been asked about clearance of land near the Crawfish: it is private land so there is little the PC can do.

1 resident left

25/40 To consider excluding the public under the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the items to be discussed (personnel matters)

This was Approved by All on a proposal by Cllr Garrett and Seconded by Cllr Pointer

25/41 Approve additional work undertaken by the Clerk:

6 hours overtime was Approved by All for work on the Cemetery by the Clerk on a Proposal by Cllr Garrett and Seconded by Cllr Bolam

25/42 To close the meeting – There being no further business, the meeting closed at 8.49pm.

Signed

Date