



THURSFORD PARISH COUNCIL

The minutes of the Annual Parish Council Meeting held on Monday 12th May 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, 2 members of the Public

25/43 Election of Chair

Cllr Eckworth was unanimously elected Chair for 2025 – 26 on a Proposal by Cllr Pointer and Seconded by Cllr Coles.

25/44 Election of Vice Chair

Cllr Pointer was unanimously elected as Vice-Chair for 2025 – 26 on a Proposal by Cllr Eckworth and Seconded by Cllr Coles.

25/45 Welcome

The Chair welcomed everyone to the meeting and thanked all for coming.

25/46 To consider apologies and reasons

No apologies have been received.

25/47 To receive declarations of Interest and request for dispensations in any agenda item

Cllrs Bolam and Garrett declared an interest in agenda item 15(ix): To Approve the Grant Application from SAV – as they were members of the Committee. They were given a Dispensation to speak but not to vote.

25/48 To Approve the Minutes of the Parish Council Meeting held on 17th March 2025.

The minutes were Approved by all and signed by Cllr Eckworth on a Proposal by Cllr Bolam and Seconded by Cllr Pointer.

25/49 Matters arising on the Minutes (for information only), not included on the agenda

Cllr Bolam informed Cllrs that the moles were back on the Village Green. The reason for the abundance of moles is due to the wet Springs over the last two years during the breeding season and they have no natural predators. The mole catcher will be asked to return. A maximum of £80 payment was unanimously Approved on a Proposal by Cllr Bolam and Seconded by Cllr Crompton.

Cllr Coles informed the meeting about concerns by residents on the increase in traffic through the village, particularly with the expansion planned by the Museum – this will be discussed under Highways later in the meeting.

The invalid bus timetable has been removed.

25/50 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: Devolution & Local Government Reorganisation – NNDC strongly supports proposals for a 3 unitary council model for Norfolk; Refuse & Waste Collection – Government requires the implementation of weekly food waste collection by March 2026. This is not being fully funded; The Rural England Prosperity Fund – providing funding for capital projects aimed at small and medium-sized enterprises: NNDC have been awarded £437 852 for 2025-26; Pavement Licenses – a formal pavement licence process and fee scale has been introduced to deal with the proliferation of seating on pavements outside cafes; Local Authority Housing Fund – NNDC are proposing to purchase a further 6 units of Temporary Accommodation for homeless households; Cromer Pier – 2 voluntary donation points on the Pier are being trialed this summer in an effort to recover some costs towards maintenance from visitors; Local Plan – NNDC are waiting for the Inspector’s report.

Receive report from local Police Beat Officer - No report has been received.

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

There were no comments.

25/51 To note the minutes from the Annual Parish Meeting (7th April)

Cllr Eckworth thanked all for coming. She would like to make more of this event as a forum for the village.

25/52 To receive an update on Highways matters

i. To consider traffic calming measures through the village and Approve any action

Due to concerns on speeding Cllr Eckworth has been requesting via the Police Beat Officer for a Police Speed check to be carried out in Thursford. This does not appear to have happened. It was noted that there is increased concern from residents due to the planned expansion of activities by the Museum regarding the flow and speed of traffic. A resident noted that the roadway was used by a number of pedestrians walking to work where there was no footway.

A discussion took place about the introduction of safety measures, including a 20mph limit through the village. The Clerk will send the Thornage PC Highways report from December which documents costings for feasibility studies. Cllr Coles suggested a SAM2 flashing speed sign – however the PC would need to fund 50% of the cost: this will be reviewed when the Parish Partnership funding becomes available for this year.



Cllr Eckworth will write to Highways to request installation of the sign noting pedestrians in the road. She has also sent a request to the Museum for their Christmas “Slow Down” sign to be erected all year.

A note will go into the Tablet letting residents know that the PC are aware of the issue. She thanked the resident for raising the issue at the APM.

25/53 Planning matters.

ii. To receive an update on current planning applications

PF/24/2431: Driftend Farm, 2 storey extension – Approved

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

iii. Planning Applications since the close of the agenda

There are none.

Cllr Eckworth requested that Lyndon House be returned to the agenda for the next meeting as a year has now passed since it was discussed.

25/54 To Approve any action on the Tyre Bundling Plant in the Parish of Fulmodeston with Barney

The application for retrospective planning should have gone to the Council in January. None has been received. The Green Screen now hides the activities from residents. There is still concern about the fire risk due to the number of tyres on site.

The police have informed Cllr Eckworth that the owner has informed them that normal procedure is for lorries to enter and exit the site driving forwards and turning inside after contacting the owner. This is not the experience of local residents and Cllr Eckworth has reported vehicle near misses to the police.

25/55 To receive an update on the Defibrillator

The new Defibrillator has now arrived and will be installed once it is registered. 2 sets of pads came with it, both with an expiry date of May 2027 and the battery has an expiry date of July 2029. The box is temperature controlled so will automatically lock when closed. The code will be visible on the box. The resident who manages the Defibrillator requested someone to act as a deputy for when he is unavailable. Cllr Coles volunteered.

A proposed date for the Defibrillator training with NARS has been set for 8th June. However, it is short notice and Thornage attendees have a village event that day. Cllr Eckworth has been trying to co-ordinate with NARS since December. It was agreed to postpone the event to early September. Cllr Pointer will send contact details for the Red Cross; Cllr Coles will speak to his contact who offers this training. Cllr Eckworth also informed Cllrs that she would need additional help on the day of the event.

25/56 To consider the Waste Bin on the Village Green and Approve any action

Cllr Bolam has cleared the undergrowth near the bin and it appears functional. Cllr Wilkes has printed a sign. Cllr Eckworth will empty the bin weekly, but requested all other Cllrs to contact her or to empty it in the meantime if it was full.

25/57 To receive an update on Thursford Assist

The Trusted Traders list is out of date. It was agreed that this would not be updated and that suggestions were better made informally by neighbours as the PC was not going to vet traders. Mobile contact numbers need updating and new volunteers are required: a request will go into the Tablet. Risk assessments for all activities may need updating. Thanks were given to residents for the scheme. A meeting will be arranged to review and relaunch.

25/58 Financial and Governance Matters

i. To Approve the Internal Audit undertaken for y/e 31st March 2025

The Internal Audit was Approved by All on a Proposal by Cllr Bolam and Seconded by Cllr Garrett.

ii. To Approve the signing of the Exemption Certificate for 2024/25

Signing of the Exemption Certificate was Approved by All on a Proposal by Cllr Bolam and Seconded by Cllr Coles

iii. To Approve the Governance Statement for 2024/25 (AGAR Form 2)

Cllr Eckworth read the Governance statements which were Approved by All on a Proposal by Cllr Bolam and Seconded by Cllr Wilkes

iv. To Approve the Accounting Statement for 2024/25 (AGAR Form 2)

The Accounting Statement was Approved by All on a Proposal by Cllr Pointer and Seconded by Cllr Crompton

v. To note the dates for the Notice of Public Rights

The dates for the Notice of Public Rights are Monday 9th June to Friday 18th July 2025.

Thursford Parish Council DRAFT Minutes 12th May 2025

5 pages, 0 appendices

DRAFT until AGREED at following meeting

vi. To Approve the Cashbook and Payments List

The balance in the Community Account, balanced to the 11th April Bank statement, was £4,894.31 and, £6,447.74 in the NS&I Deposit Account.

Receipts since the last meeting: 2024-25 - £132.00 (payment made in error): Fakenham & District Funeral Services; £150.00: Fakenham & District Funeral Services (Cemetery fees); 2025-26 - £2,975 NNDC (first half of precept).

The following Payments are awaiting Approval: 2024-25 - £8.60 HMRC (Overpayment of Tax); £80.00 Ivan Allen (Moles on the Green); 2025-26 - £1,296.00 Community Heartbeat Trust (Defibrillator); £40.00 D Dann (Internal Audit); £129.60 C. Harris (Re-imburement for WIX Premium Plan); £241.00 Zurich Municipal (Insurance) . This was Approved by All on a Proposal by Cllr Bolam and Seconded by Cllr Pointer.

vii. To Approve the Asset Register

The Asset Register was unanimously Approved on a Proposal by Cllr Garrett and Seconded by Cllr Crompton.

viii. To Approve the Insurance policy from 1st June

The Insurance Policy with Zurich Municipal at a cost of £241.00, was Approved by All on a Proposal by Cllr Garrett and Seconded by Cllr Coles.

ix. To Approve the Grant Application from SAV

Cllr Eckman reminded Cllrs that money from the PC was resident's money – part of their Council Tax. The Application asked for £1,000. Cllrs agreed that it was too early in the Financial Year to spend the full £1,000 Community fund. An initial grant of £400 was Approved by All on a Proposal by Cllr Coles and Seconded by Cllr Pointer. Cllrs Bolam and Garrett were not part of the vote. SAV were encouraged to apply for a further grant later in the year.

x. To Approve the purchase of a Noticeboard for the Cemetery

The purchase of a Noticeboard with a maximum cost of £200 was Approved by All on a Proposal by Cllr Garrett and Seconded by Cllr Bolam.

25/59 To consider the recommendations in the Practitioner's Guide regarding the website and email addresses and Approve any action.

The Practitioner's Guide 2025, assertion 10 states that *every authority must have a generic email account hosted on an authority owned domain with a .gov.uk or .org.uk email address*. The PC own Thursford.org domain. NPTS have agreed with NPTS a scheme where each PC can have one free GOV.UK email address. The Clerk will investigate further and report to the next meeting. Cllr Eckworth, as Chair, will consider creating a separate email address for her PC role.

25/60 To request contributions for the Tablet before 25th May.

To include a piece on Thursford Assist; To include a piece asking for facts & interesting points about the Village to be dropped into the Tablet whenever there is space

25/61 To note any correspondence

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

NCC Interim LGA reorganization & devolution submission

NPTS Updates

NNDC Response on Devolution

NCC funding for bus shelters

Closure of B1354

NNDC Planning – offer of training

Fakenham Neighbourhood police meeting

NNDC Sarah Butikofer April report

Heath Lane/Church Rd closure - May

25/62 To note the dates of meetings for 2025:

Mondays, 7pm –22nd September (note change of date), 3rd November

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

25/63 Any Other Business – for information only

Thanks were offered to the resident who looks after the flag flying for flying the Union flag for VE week.

It was also noted that recently she had been verbally abused at 8.26am by a man on a motorbike when displaying the Ukrainian flag. This has been reported to the police.

Cllrs were asked to let the Clerk know what contact details they would like displayed on the website.

Cllr Bolam informed the meeting that there is going to be an area created in the Churchyard for Memorial Tablets.

Cllr Crompton noted that she had recently found the Cemetery gate left open.

Cllr Pointer noted the increasing amount of dog excrement in areas that the Museum have allowed dog walking. The permission is likely to be withdrawn if this continues.

A resident suggested placing an A-Board with “Dog Walkers on Patrol”.

Cllr Garrett will write a piece for the Tablet.

25/64 To close the meeting – There being no further business, the meeting closed at 8.57pm.

Signed

Date