



THURSFORD PARISH COUNCIL

The minutes of the Parish Council Meeting held on Monday 3rd November 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) and Parish Clerk – K. Harris, 1 member of the Public, NNDC Cllr Butikofer.

25/84 Welcome and to consider apologies and reasons for absence

The Chair welcomed everyone to the meeting and thanked all for coming. There were no apologies.

25/85 To receive declarations of Interest and request for dispensations in any agenda item

There were none.

25/86 To Approve the Minutes of the Parish Council Meeting held on 22nd September 2025.

The minutes were Approved by All and signed by Cllr Eckworth on a Proposal by Cllr Pointer and Seconded by Cllr Garrett.

25/87 Matters arising on the Minutes (for information only), not included on the agenda

Cllr Eckworth thanked Cllr Garrett and a resident who are going to take over the emptying of the waste bin on the Green.

25/88 Open Forum for Public Participation

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

NCC Report – The Clerk informed the Council of the following details from the NCC Council Member's November report - Following a discussion on 16th October NCC cabinet have voted in favour of proceeding with devolution – and a joint Mayor for Norfolk and Suffolk will be elected by voters in May 2026 to lead a new combined authority; NCC's annual budget consultation is open from 27th October until 15th December; the new Norfolk-wide Highways contract will be operated by Kier; the national Bus Services Act aims to empower local authorities to take greater control of bus services, it tightens requirements for cancelling routes and includes plans to mandate staff to undergo training to manage incidents of anti-social behaviour and crime.

NNDC Cllr Butikofer the Clerk summarised the report: both the Benefits Team and the Coastal Management Team have received national recognition; in September NNDC voted to accept the 3 Unitary model – an announcement regarding which, of the 3 schemes put forward, has been accepted is expected in early 2026; major refurbishment works at Fakenham Leisure Centre started on 15th October; the Police are at the trial stage of a 'Police Anonymous Drink/Drug Reporting Tool' for members of the public; all current members of the Housing Allocation Scheme must apply between 27th October and 24th November to join the new scheme which will be live from 12th January; works to reopen the RNLI in Sheringham and Rocket House in Cromer are underway.

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 - A resident asked if the PC planned to respond to the latest Norfolk Magazine to the request for comments on Local Government reorganisation.

NNDC Cllr Sarah Butikofer arrived.

Cllr Butikofer confirmed that all submissions are now with the Government and the next consultation will come from them.

She requested that the PC ensure all older residents are aware of Pension Credit and claim if appropriate.

NNDC is looking at a £300k surplus this Financial Year

She updated the PC on the Net Zero strategy and informed them that Leasehold properties had been included for the first time.

NNDC have sold 2 pieces of land to local housing associations – 1 in Edgefield and 1 in Mundsley.

25/89 To receive an update on Highways matters

The Clerk informed the meeting that the Highways Rangers Service at NCC was now available again – but specific issues such as potholes were still best reported via the NCC Report a Problem portal; the Rangers service was better used for larger areas of concern.

i. To receive an update on the Parish Partnership application and the SAM3

Cllrs had reviewed the forms and had no comments. This will be submitted this week.

25/90 Planning matters.

i. To receive an update on current planning applications

PF/25/1974: Land to southeast of 1A The Street – Awaiting decision

PF/25/2051 Orchard House: Erection of Cart Lodge – Approved.

ii. PF/25/2102 Change of use from agricultural land to a dog walking field with associated secure car parking, shed for use by dog walkers, associated vehicular access improvements and a car park for Thursford Cemetery as users currently park on the highway - Location: Land To The North Of Thursford Cemetery – Cllr Eckworth noted that there had been a previous application which had been withdrawn. Cllrs all Approved Support for this application on a Proposal by Cllr Pointer and Seconded by Cllr Coles.

iii. Planning Applications since the close of the agenda

There are none.

iv. To Approve any action regarding Lynden House

The Clerk will forward the email from the Empty Homes Officer to Cllrs.

Cllrs agreed that there is no action that the PC can take at this time.

25/91 To Approve any action on the Tyre Bundling Plant in the Parish of Fulmodeston with Barney

Cllr Eckworth informed the meeting that tyres had been fly-tipped on the Melton Rd outside the depot over the previous weekend and that a resident had a video showing the vehicle depositing the tyres. NNDC Cllr Butikofer recommended that the photos be sent to the NNDC Environmental Officer.

Cllrs noted the limited scope available to the Fire Consultee when commenting on the application.

Cllr Butikofer said that there was a similar site near Tattersett which had raised similar concerns for many years. NCC Cllr Aquarone should be informed because only he can call in the application.

NNDC Cllr Butikofer left.

25/92 To receive an update on Defibrillator training

Cllr Eckworth thanked all those who attended the session on 25th October at Hindringham Village Hall. There were 26 participants from Thursford and Thornage Parishes. A total of £131 was received in donations for Community First Responders. Hall Hire was £30: this will be paid by Thursford PC and Thornage PC have agreed to reimburse half the charge.

25/93 To receive an update on Cemetery Matters

The Noticeboard has now arrived and will be fixed in place before the end of the month. A discussion took place on plots without a headstone in the main cemetery and the Clerk explained that it had to be assumed that there were burials in these plots and they therefore could not be disturbed. New graves are likely to be located in the newly cleared area.

25/94 Financial and Governance Mattersi. To Approve the Cashbook and Payments List and note Spending against Budget

The balance in the Community Account balanced to the 13th October Bank Statement is £7,791.46 and £6,477.74 in the NS&I Account.

Receipts to be Approved since the last meeting: NNDC -2nd Precept payment £2,975.00.

Payments for Approval since the last meeting: Earth Anchors – Cemetery Noticeboard £201.57, Grass cutting and strimming £950.00, Domain Registration (Thursford.org) £22.78, Parish Online website £258.00, Hall Hire for Defib session – 25th October £30.00.

The cashbook and payments were Approved by All on a Proposal by Cllr Coles and Seconded by Cllr Garrett.

ii. To consider any items to be included in the 2026 – 27 Budget

Cllrs reviewed spending to date and anticipated spending until the end of the Financial Year in advance of setting the Budget at the January meeting. Note was made of earmarked reserves.

iii. To receive an update on the Noticeboard for the Cemetery

See Minute 25/93.

iv. To Approve the following policies: IT, Internal Control, Equality

IT – no comments - Approved by All on a Proposal by Cllr Garrett and Seconded by Cllr Bolam
Internal Control – the Clerk thanked the Internal Auditor for her assistance. Cllr Garrett offered to be the Cllr responsible for Internal Control. The policy was Approved by All on a Proposal by Cllr Bolam and Seconded by Cllr Pointer
Equality – the allotments remain in the policy in case they are reinstated. Approved by All on a Proposal by Cllr Coles and Seconded by Cllr Crompton

v. To Approve Training costs for Training in Assertion 10.- £36 + VAT. NPTS now add VAT to their invoices so the cost will be paid by Thursford PC and 80% of net cost reclaimed from the other Councils the Clerk works with

This was Approved by All on a Proposal by Cllr Coles and Seconded by Cllr Garrett.

25/95 To receive an update on the website.

Parish Online have now handed over the website and the .gov.uk email addresses are available for all Cllrs. Cllr Garrett had been working on the website and it is planned to launch the new site on 1st January 2026. Cllr Eckworth thanked all Cllrs for their prompt responses for decisions on the new website.

25/96 To request contributions for the Tablet before 17th November and to note adverts.

It was noted that adverts have been requested by 2 parties for the next year: Parkside Garage and Reeveberate String Quartet.

25/97 To note any correspondence

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

Fakenham & Holt Police area update	Rural Services Network Survey
NNDC Planning Training update	NPTS – paying for training
NNDC Cllr Butikofer October report	Free tickets to Thursford Show

Closure Heath Plantation Lane

NCC Budget consultation

25/98 To note the dates of meetings for 2026:

Mondays, 7pm –12th January, 16th March, 18th May, 14th September, 2nd November

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

Annual Parish Meeting – Monday 20th April 2026

25/99 Any Other Business – for information only

Cllr Eckworth informed the meeting that Hindringham PC have suggested she attend their next PC meeting which she is planning to do. She is also planning to attend the Barney with Fulmodeston PC meeting.

25/100 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 Eckworth and Seconded by Cllr Coles

25/101 To consider matters relating to the Clerk's salary

It was Approved by All on Proposal by Cllr Coles and Seconded By Cllr Garrett to increase the Clerk's hours and to move her to a new SCP with effect from 1st April 2026. The Chair will confirm the details to the Clerk in an email.

25/102 To close the meeting – There being no further business, the meeting closed at 8.50pm.

Signed

Date