

## Meeting Minutes of Nordelph Parish Council

Tuesday 8<sup>th</sup> July 2025 at 6.30pm held at Nordelph Village Hall, Birchfield Road, Nordelph

Parish Councillors present: Councillor Capsey (Chairman), Councillor Gray, Councillor Thomas, Councillor Patch, Councillor Favell and Councillor Lyus also present Kate Bennett (Parish Clerk), Borough Councillor Rose, Borough Councillor Spikings and three members of the public

Apologies: County Councillor Dawson

### MINUTES

#### 1 Welcome

The Chairman opened the meeting and welcomed everyone.

#### 2 To consider and approve apologies for absence

Apologies were received as above and the reasons for such approved.

#### 3 To declare pecuniary interests & consider any requests for dispensations

No pecuniary interests were given and no requests for dispensations had been requested prior to the meeting.

#### 4 Open Forum for public participation (15 minutes only);

- a) A resident expressed an interest in arranging a Halloween Competition in the village in 2025 i.e. residents decorating their houses. Councillor Thomas suggested the Arts & Crafts Club could get involved and the resident agreed to attend their next meeting to progress.
- b) A resident who very kindly manages the SAM2 camera (*speed awareness message*) in the Parish along Silt Road was present to report recent statistics; 80mph was the highest speed recorded. Clerk to share these statistics with the Police once received and to invite our local beat officer to the next Parish Council Meeting on 2<sup>nd</sup> September 2025.

#### 5 To approve the Minutes of the meeting held on 6<sup>th</sup> May 2025

It was resolved to approve the Minutes of the last meeting as a true record and these were signed and initialled by the Chairman.

#### 6 Parish Matters

- a) It was noted that the Parish Council is still carrying a casual vacancy for the position of a Parish Councillor.
- b) Works to complete the repair and/or replacement of the railings along the riverbank will continue once further materials have been delivered. Also see Item 14 of these Minutes.
- c) It was noted that the Village Hall Committee has the flag for the flag pole. The Parish Council has the flag pole on its asset register but is not in possession of a flag yet.
- d) Councillor Capsey agreed to make enquiries regarding progress with repairs to the bench at the Staithe.
- e) A quote is being sought for repairs to the BT Kiosk at the Staithe as the door does not open easily and some of the red paint is missing.
- f) It was noted that the Village Hall Committee has removed the Parish Council noticeboard at the Village Hall and intends to provide a new one so there is no need to relocate the noticeboard from the Staithe.
- g) Councillor Capsey agreed to speak with a resident regarding planting an oak tree in memory of a resident who has recently passed away.
- h) It was resolved to *not* relocate the dog waste bin (adjacent to the cemetery) closer to the Village Hall at this time. There is another bin further down Birchfield Road and the litter bin at the Staithe can be used if the dog foul is bagged correctly. It was felt that three bins along this section of road should be sufficient for parishioners.

Further signage regarding 'no dog fouling' was discussed and a suggestion was made that either the Arts & Crafts Club or the Village Hall Committee might like to arrange a poster competition for the children in the village to design a poster.

## 7 To receive a report from the Borough Council

- a) Communities are being invited to share their priorities to shape future government in Norfolk. Residents are being encouraged to complete the Borough's *Future Norfolk Survey* which is available on their website. The Government wants to replace the current eight County, Borough, City & District Councils with just one unitary authority.

## 8 To receive a report from the County Council; no report at the meeting; Councillor Dawson not present.

## 9 Finance

- a) It was resolved with all in favour to approve the outstanding payments since last meeting as listed below:

Payments List July 2025					
Supplier		Vat		Purchase	Invoice No.
Nordelph Village Hall	18.00	0.00	18.00	Hall hire for July meeting	129
HMRC - M1 PAYE	145.90	0.00	145.90	M1 & M2 PAYE	
Graham Barker	580.00	0.00	580.00	June grass cutting	02/07/2025
Kate Bennett	95.20	0.00	95.20	Clerk expenses June & July	
sse energy	43.40	2.40	45.80	March/April/May 2025	2999628
Kate Bennett	365.20	0.00	365.20	M3 salary	
	<b>1,247.70</b>	<b>2.40</b>	<b>1,250.10</b>		

- b) The Current Account balance at 30<sup>th</sup> June 2025: £7,334.28.  
c) Income received since last meeting: £0.00.  
d) Councillor Gray viewed the bank statements for internal audit purposes.

## 10 To consider any planning matters since last meeting

- a) It was resolved to approve Planning application 25/01053/F proposed timber framed porch and retrospective boiler room at 9 Coronation Avenue, Nordelph.  
b) It was noted that Planning application 25/00673/F conversion of existing garage with first floor extension at Long View House, 16 Silt Road, Nordelph had been approved by the Local Planning Authority.

## 11 To discuss any cemetery/churchyard issues

- a) Clerk to ask the grounds maintenance contractor to reduce the height of the privet hedge by roughly 2ft when it is next cut and to widen the entrance at the small gated entrance on Birchfield Road.

## 12 To consider Playing Field issues; no report.

## 13 To consider any Village Hall matters

As the Parish Council representative on the Village Hall Committee, Councillor Lyus reported:

- a) A new Chairman has been appointed.  
b) A Medium night and Bingo night are planned.  
c) A new sign has been erected on the Village Hall building.  
d) A new noticeboard has been acquired.

The matter of general communication between the Village Hall Committee and the community of Nordelph as a whole was broached (as well as with the Parish Council acting as Custodian Trustee to the Village Hall) and how this could be improved. It was noted that a website is still not available but the Clerk offered the possibility of providing a link from the Parish Council's website to details for the Village Hall Committee; this could also be a way of advertising events etc. as not all residents are on Facebook which currently seems to be the favoured means of publicizing events.

Councillor Lyus left the meeting.

It was resolved to invite the Chairman of the Village Hall Committee to the next meeting on 2<sup>nd</sup> September 2025.

**14** A member of public joined the meeting (the railings contractor) to provide an update on works to the railings. A further 25 posts have had to be ordered and should be delivered by the end of July 2025 when work will start again.

A discussion took place surrounding the cutting of the grass verge opposite the cemetery and whether or not this should be added to next year's grass cutting schedule. Lee Bishop offered to provide a quote to cut this small section of riverbank next year on a quarterly basis.

**15 To note any correspondence or report any issues relating to the Police**

a) It was noted that Police presence in the village has been more noticeable recently.

**16 To consider Agenda items for the next meeting**

- Provide an update on repair work to the railings along the riverbank
- To consider planting an oak tree in memory of a resident
- To invite PC M Cage to the meeting
- To invite the new Chair of the Village Hall Committee to the meeting.

**17 If required to consider excluding the public and press under the Public Bodies (Admissions to Meetings) Act 1960 due to the confidential nature of the items to be discussed<sup>1</sup>: no report.**

**18 To note the date of the next meeting**

The next meeting will be on Tuesday 2<sup>nd</sup> September 2025 at 6.30pm at the Village Hall.

There being no further business, the meeting closed at 7.50pm.

Signed..... Date .....

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<sup>1</sup> Personnel issues, tenders for contracts, legal proceedings