

BOUGHTON PARISH COUNCIL

**MINUTES OF A MEETING OF THE PARISH COUNCIL
HELD ON TUESDAY 1st JULY 2025 at 7pm IN THE ALL SAINTS CHURCH, BOUGHTON**

Present:

Parish Councillors: Cllrs Neil Matthew (Chair), Tam Payne, Sue Pogmore, Phil Boyle and Sarah Miller.

Apologies – N/A.

Parish Clerk – Mike Inder.

County and Borough Councillors – C Cllr Martin Storey and B Cllr Sue Lintern

Absences – Nil.

Public - Nil.

46/25 **Opening and Apologies for absence:** Cllr Matthew opened the meeting and welcomed those present.

47/25 **Declarations of interest for items on the agenda.** None.

48/25 **Approval of Minutes of the meeting held on 6th May 2025:** Having been previously circulated, the minutes were proposed as an accurate reflection of the meeting by Cllr Pogmore, seconded by Cllr Miller, and approved. Minutes signed by the chair.

49/25 **Reports from visiting officers:** County Cllr Storey provided a report on recent County business and news, the details of which can be found on the NCC website, including:

- Community Fund, a new £500k fund to assist projects bringing communities together.
- Members fund – an additional £5k for local community organisations to bid for to the Ward Cllrs.
- High Street support.
- Norfolk Parent Carers support.
- NCC stall at the Norfolk show to showcase EV.
- Devo and LGR update.
- Roadworks non-compliance by utility companies – sanctions.
- A scheme to keep elderly drivers safe on the roads.

Questions were asked by cllrs to further understand the sanctions and queried whether they actually served to deter non-compliance or were just another revenue stream. Cllr Matthew asked if the support for the “White gate” repair was still available from the Member’s Highways fund? Cllr Storey replied that the invoice should be sent to the Highways Engineer for processing. Cllr raised the matter of excessive chippings being left on the recently resurfaced roads, Cllr Storey would make enquiries.

Borough Cllr Lintern provided a Borough Council report including:

- Local Government Review update – business plans for options to be submitted on 26 Sep 25.
- An audio trail as part of the KL Festival (public can record items at the Corn Exchange).
- Rural Business Grant.
- Neighbourhood Plan Grant – withdrawn by Government.
- Planning Update presentations – presentation slides to be disseminated soon.
- Parish Councillors forum with the Borough Council Leader – next event after the LGR submission.
- Garden Wildlife Competition.

The Clerk asked for clarification on the recent email by the former Shakespeare Guildhall Trust questioning the transparency and funding of the project. The project was clarified, and it was to be reviewed at Ctte on 17th July. The Council leases the building and as such has maintenance

responsibilities that would be significant even if the more widescale regeneration was not carried out.

The forthcoming changes to the National Planning Policies and the effect that will have on reducing the input from district planning cttes were discussed. It was evident that it is important for the public to make its views known through the consultations as the ability to address concerns when planning applications are made will be much reduced and effective in the new process.

50/25 **To hear from the public:** None.

51/25 **Financial Matters:**

- a. Reconciliation of accounts – Cllr Miller conducted a sample check of invoices/receipts, bank statements and cashbook summaries and countersigned the RFO's reconciliation check.
- b. Payments approved and paid since the last meeting: Proposed by Cllr Boyle, seconded by Cllr Pogmore and agreed.

PAYMENTS AUTHORISATION

Date	Name	Ref	Voucher	£ Total
08-May-25	Amazon (S. Miller)	padlock - 222878344	5	BACS 4.99
08-May-25	Timpsons (S. Miller)	Key Cutting (yard gate) 001759	6	BACS 14.00
08-May-25	ClearInsurances Management	Insurance LCO02920	7	BACS 550.37
09-May-25	Norfolk ALC	Annual Subs	8	BACS 120.60
10-May-25	Tamar Telcommunications	Virtual Phone inv 4183360	9	DD 7.20
10-May-25	Hylton Gott	Mower Fuel IN03830	10	BACS 21.38
10-May-25	John Cross (Int Auditor)	Internal Audit Fee	11	BACS 35.00
10-May-25	HMRC	PAYE	12	BACS 82.00
23-May-25	Mike Inder	Salary & HW Allowance	13	BACS 133.92
28-May-25	Play Inspection Co Ltd	Play Eqpt Inspection 77948	14	BACS 108.30
06-Jun-25	Handyman Services Pentney	Village Gates Repair 0073	15	BACS 188.99
10-Jun-25	Tamar Telcommunications	Virtual Phone inv 4198661	16	DD 7.20
31-May-25	Hylton Gott	Mower Fuel IN03892	17	BACS 14.08
10-Jun-25	HMRC	PAYE Mth 3	18	BACS 82.00
10-Jun-25	Mike Inder	Salary & HW Allowance Jun	19	BACS 133.92
20-Jun-25	ClearInsurances Management	Insurance LCO02920 refund	20	BACS -30.89

- c. To note the refund of the insurance overpayment due to incorrect invoice amount by Clear Insurances.

52/25 **Correspondence:** circulated between meetings requiring further consideration.

- a. Anglian Water Boughton-Gooderstone New Pipe Project [Commencement](#) 7th July. Cllr Pogmore raised the point that the road that had just been resurfaced will be dug up again.
- b. CPRE invitation to join the [CPRE Norfolk Anti Mega Solar Alliance](#). It was agreed not to join this as it was seen that it would politicise the Council.
- c. Local Government Reorganisation – [Exec summary](#) – No further comment.
- d. UC ACP-2023-022 CAA Decision – Approved. Noted that it was already implemented.
- e. Resident's query on the budget reserves. The Clerk reported that he had responded and provided a further summary of the response previously supplied when the same question has been raised and that he had directed the resident to fuller detail on the website budget report narrative. The amount of time expended providing answers to the same questions on a regular basis is noted as an administrative distraction and burden on the clerk's minimal contracted hours. Cllrs supported the Clerk's response.
- f. Travel Behaviour Survey report for Norfolk [report](#). No further comment.

53/25 **Planning Consultations.**

- a. Applications: **25/00960/F** - Planning Application for the temporary upgrade for 12 months of an existing field access off Mill Hill Road. Supported between meetings using delegated authority in line with the Council policy for planning.

- b. To consider late applications: None.
- c. Decisions since last meeting: None.
- d. Cllr Pogmore and B Cllr Lintern (also a Stoke Ferry Parish Cllr) have been monitoring works on the 'Brown Lake' site where the planning application was refused but work appears to be going on to develop the site without a current application. It has been referred to the BC Planning Enforcement team and continues to be monitored.
- e. The subject of tree work in the conservation area was raised due to recently observed work that there was no record of an application and permission for and another case where although permission had been given it was with a condition that the applicant confirmed that tree ownership was confirmed and neighbours notified if unsure; it was noted that it is best practice for this to happen but that it had not been done. Cllr Lintern offered to make enquiries with the Planning dept.

54/25 Highways Matters:

- a. Cllr Matthew reported that the latest SAM2 data was not available yet this month.
- b. Cllr Matthew had received a complaint about speeding on Wretton Road, further information had been sought, and it was decided that as a one off it would be monitored. It was noted that the gate to the A134 is being left open all the time again and may have contributed to the speeding traffic event, it was decided to inform the local Highways Engineer and request a reminder to the gate owners of the conditions and restrictions of access to the highway at that point.

55/25 Cllr and Clerk's report on ongoing matters:

- a. Cllr Matthew had been unable to attend the Planning Update session, and the clerk offered to share the presentation slides when he received them, adding that there had been some useful further detail on the new Local Plan and an interactive map added to the website.
- b. SLCC Conference – the clerk provided a report on the conference stating that the key note speech by the leader of Norfolk County Council had provided a compelling argument in favour of a single unitary council under the LGR, this was focused on the Social Care responsibility and that c80% of the budget for NCC is spent in this area and that to disaggregate the knowledge and expertise to 2 or even 3 unitary councils would not only risk the continuity of service but also that the demographic with the highest proportion of those in need of the services located in the West whilst the lower population in the West would result in less revenue to deliver the services without significant tax increases. The Clerk encouraged Cllrs to note the next conference in their diaries to attend if possible as there are always topics of local and national interest and to note that he has been co-opted on to the SLCC Norfolk Branch Executive Cttee.

56/25 Pond & Green Maintenance.

- a. Mowing assets – Cllr Miller reported that they were all present and available most of the time and the ride on had been into Lawn-boy for a replacement belt in the last week.
- b. Bench – Cllr Payne assessed the bench and was able to carry out a temporary repair to keep it safe to use but recommended that it should be replaced in the near future. It was agreed to put this in the budget planning for replacement next year.
- c. Posts: Cllr Payne reported that there were no posts in need of replacement in the near future, but stocks remain if needs be.
- d. Pond: Cllr Payne reported that water levels were low but that there was no sign of algal bloom. He has also taken samples to monitor silt and recorded it to compare with samples in future years to assess the effectiveness of the Siltex treatment. It was noted that reed growth and spread has increased and that it recommended that work is done to reduce and maintain at the agreed level and coverage. It was uncertain whether the EA authority to carry out glyphosate treatment 2 years

ago was still valid? The Clerk will make enquiries and seek quotes to carry out the work as it was highlighted that some areas would not be easily accessed and safe for self-help methods.

57/25 **To receive new reports from cllrs and propose agenda items for the next meeting:** Nothing raised.

58/25 The Chair thanked everyone for their participation and closed the meeting at 8.27pm.

Chair

Date

Prepared by
Mr Mike Inder
Clerk to Boughton Parish Council