

SOUTHREPPS PARISH COUNCIL

ORDINARY PARISH COUNCIL MEETING

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RAYNHAM HOUSE, 10 NEW ROAD, NORTH WALSHAM, NORFOLK, NR28 9DF

MINUTES OF THE ORDINARY PARISH COUNCIL MEETING

Wednesday 17th September 2025 @ 6.30pm Southrepps Village Hall

Present: Lesley Sparrow (Chair), Chris Shaw, Louis de Soissons,
Louise Marriner, Grahame McCabe and Fiona Hall

Others: Roy MacDonald - NNDC

- 1. To consider apologies for absence - To note and approve apologies received by the Clerk prior to the meeting**
Roger Swift - personal - accepted by the Council
- 2. To receive declarations of pecuniary interests and dispensations - interests in Agenda items and individual dispensations. To receive from the Clerk whole council dispensation or individual(s)**
There were no interests or dispensations received or authorised.
- 3. To approve Ordinary Parish Council Minutes 6th August 2025**
These had been circulated, and it was resolved that they be signed by the Chair.
- 4. Resolution to adjourn the meeting for public participation - NNDC and CC Reports (10 minutes allowance)**
Members of the public are invited to give their views on Parish affairs at the discretion of the Chair. A 10 minute allowance is given for this purpose. A member of the public can speak for no more than 1 minute unless agreed by the Chair. Resolved to open the meeting to the public.

Roy MacDonald, NNDC - updated the Council on the various LGR plans and how they might function. Each Unitary Councillor would be responsible for approximately 8,000 residents. It was hoped that the outcome would be favourable for the 3 unitary authority approach.

Resolved to close the meeting to the public.

5. To review and consider Planning (if received)

25/1865	Warren House Warren Rd	Revision of changes to window positions/metal roof and solar panels	Withdrawn
25/0765	Parsley Cottage, Chapel Rd	Demolition of rear ext and erection of new single storey ext	Approved
25/1314	Church Farm, 20 Church St	Int Alterations	Approved

6. To consider and review correspondence

NCC Plug in - re Electric charging point	Agenda
North East Norfolk District Scouts	Circulated
Norfolk Police - re speeding	Circulated
Southrepps Support Scheme	Circulated
Bowls Club re parking	Circulated
EON - invoices to pay via direct debit - street lighting	Circulated
NCC - Road closure - Thorpe Rd - 6 th September	Circulated
PFK Littlejohn	Circulated
Norfolk Police - Neighbourhood Watch	Circulated
St James' Church - request for donation	Budget

7. To consider application to NCC Parish Partnership Scheme for a SAM3 unit to enhance and reinforce the speed limit

(Westcotec quotation circulated cost to PC £1,800 approx)

Members discussed this and considered that an additional unit would be beneficial for the management of speeding through the Parish. Council resolved to apply to the Parish Partnership Scheme - the Clerk would prepare the application. EP

8. Matters Arising and Monthly updates and for information only: Clerks report and matters arising (updates and information only)

GENERAL

8.1 SAM 2 - review of figures

The figures were analysed and the unit had been sited at Gables Avenue; the speeds had reduced however frequently the 20mph was exceeded. The SAM2 was now placed at the top of Long Lane.

8.2 Dumped car on Village Hall Car Park

The vehicle had been removed and another vehicle had replaced it. Members understood that this would be for a very short period and this would be monitored.

8.3 Christmas Santa Sleigh event - risk assessment

The Clerk requested the information, so that a full risk assessment could be made and the insurance company notified. Without this detail the event would not be insured by the Parish Council. EP

8.4 Bench at Lower Southrepps - this was due to be delivered shortly and installation would be organised.

HIGHWAYS MATTERS

8.5 Drainage - Church Street/Loke - pot holes had been filled however, it appeared that the water was still not draining. The Clerk would contact Highways again. EP

8.6 RB20 - new signage - new signage authorised - waiting for installation by Highways.

8.7 20mph traffic calming - lighting post removed remedial works still to be completed. The Clerk would chase this again with Highways. EP

PLAYING FIELD

8.8 Car Parking at Village Hall and Bowls Club

A response had been received from the Bowls Club and the Council would liaise.

9. To consider quotation for clearance of foliage for village hall car park and other remedial work

Members discussed this matter at length and a three step approach had been supplied for the completion of works. Council resolved that step 1 be completed for the clearance of overhanging trees and vegetation at a cost of £425 plus VAT. Steps 2 & 3 would be reviewed.

This would ensure that better parking provision could be made available for users of the village hall. Clerk to arrange. EP

10. To consider the installation of new decking on the playing field (risk assessed and beyond lifespan - cordoned off)

Council considered this matter at length and further investigations would be made. In the interim the decking was cordoned off for health and safety reasons.

11. To consider Financial Matters

11.1 To receive bank reconciliation and note receipts and review reserves

The Clerk detailed the bank reconciliation which was reviewed by Council together with reserves held.

11.2 To agree payment schedule and approve payments

Mick Kinder (grass cutting)	104.00
Wix - reimbursement to Elaine Pugh	144.84
PFK Littlejohn	252.00
Kevin Richardson (grass cutting)	556.50
Secret Gardens (maintenance)	300.00
Elaine Pugh (Clerk)	616.40
HMRC	86.00
EON Energy - street lights (Feb-August)	246.35
Lloyds Bank charges (July)	4.25
EON Energy - street lights – September	38.47
M Marriner – reimburse for materials village sign	55.10

Resolved to pay enbloc.

11.3 To review expenditure to date

Council reviewed expenditure to date and it was noted that income from the Bottle bank as yet had not been received. This had been chased and resubmitted to NCC. The second tranche of the precept should be received imminently.

12. To consider and agree funding for the Southrepps Mardler future editions

Council resolved to set a budget of £500 per annum for this community document as it was considered to be a valued tool to residents.

13. To consider approach to install Electric charging point at Village Hall

Council resolved to investigate this further to find out what costs were involved and if the location of a unit at the Village Hall was sustainable. EP

- 14. To Receive Reports from Councillors and items for the next Agenda**
Concerns had been raised that the streetlights which are owned by Flagship Housing in Long Lane are continually lit. This had been reported to Flagship previously - the Clerk would report the problem again and request feedback from Flagship when completed. EP

Discussion took place regarding a possible set-aside area where parents could place their dogs safely whilst children utilised the play area. The Clerk would investigate and report back. EP

A suggestion of a telephone box to be utilised as a book exchange and located onto the "Green" at Long Lane had been received. This land does not belong to the Parish Council and the Clerk would investigate with NCC and report back. EP

Council had sent Highways a list with photos of where the "SLOW" signs needed refreshing.

A suggestion of offering new residents a copy of the Mardler. However, this needed further operational discussions. Agenda

- 15. To confirm date of the next Meeting**
Southrepps Ordinary Parish Council Meeting -
Wednesday 5th November 2025 - Southrepps Village Hall @ 6.30pm

There being no further business the meeting concluded at 8pm.