

SOUTHREPPS PARISH COUNCIL

ORDINARY PARISH COUNCIL MEETING

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MINUTES OF THE ORDINARY PARISH COUNCIL MEETING

Wednesday 21st January 2026 @ 6.30pm Southrepps Village Hall

Present: Lesley Sparrow (Chair), Roger Swift (Vice Chair)
Chris Shaw, Louise Marriner and Louis deSoissons

Others: Tim Adams - NCC and two members of the public

- 1. To consider apologies for absence - To note and approve apologies received by the Clerk prior to the meeting**
Fiona Hall - 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)**
No interests or dispensations were received or authorised.
- 3. To approve Ordinary Parish Council Minutes 10th December 2025**
The minutes 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.

Tim Adams, NCC - updated the Council on the May election position and it was hoped that this would be finalised soon when the Government has made its decision. The intermittent speeding issue along Hall Lane could be resolved with a sign however, the Highways Department were unable to supply/install this. It was suggested that an “informal” sign be placed and it could be funded by the Parish Council and placed on private land. There were outstanding road markings which needed to be completed, and these are on the schedule. County Councillors are no longer involved in the Parish Partnership Scheme. The updated Local Plan has been adopted and further guidance will be bolted onto this in due course.

A member of the public enquired if a grit bin could be placed at “Wildflowers” and further information would be supplied to the Council as to the exact location. The Clerk would investigate this and report back.

EP/Agenda

5. To review and consider Planning (if received)

25/2829	Rose Cottage, 7 High St	Creation of dropped kerb	No comment
25/2757	6 Chapel Road	LDC -replacement front door	Not required

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

GENERAL

6.1 SAM 2

Council reviewed the circulated figures and speeds had reduced however, the statistics highlighted that around 60% of vehicles were speeding above the 20mph limit. The SAM2 unit had been placed along Long Lane.

Upper Street - Gables Avenue:

20 mph traffic calming installed

Vehicles - Nov	+20mph	+30mph	+40mph
37,848	74%	11%	0.5%

6.2 NNDC - Enforcement re Church Street

There appeared to be no update from the Enforcement Team.
The Clerk would chase. EP

HIGHWAYS MATTERS

6.3 Drainage - Church Street/Loke - Highways monitoring - no further action at the present time.

6.4 20mph traffic calming - final works still to be completed by Highways (20mph and hatching). This had been scheduled.

6.5 Application to NCC Parish Partnership Scheme for SAM3 - outcome due in April/May 2026

PLAYING FIELD

6.6 Electric charging point via NCC scheme - with Village Hall Clerk would write to the Village Hall to remind them. However, they had not held a meeting. EP

6.7 Installation of replacement/new decking on the playing field
Clerk would write to the Village Hall to remind them.

However, they had not held a meeting. EP

7. To consider and review Financial Matters

7.1 To receive bank reconciliation and note receipts and review reserves

The Council noted receipts and reviewed reserves.

7.2 To review expenditure to date

Expenditure to date was reviewed and noted by the Council.

There was a question and answer session covering the expenditure up until April 2026.

7.3 To agree payment schedule and approve payments

DT Overton – Moles	90.00
Kevin Richardson – hedge cutting	295.00
Npower – streetlights – Nov	65.71
Clerk – Elaine Pugh	588.00
Npower – streetlights – Dec	73.41
Countrystyle Recycling	27.00
Shelley Dickinson – reimbursement Mardler	248.00
Countrystyle Recycling	111.00

Council resolved to pay enbloc.

8. To consider and review repairs required after Play Inspection Report and agree level of funding

The Play Inspection Report had been received for both Upper and Lower Southrepps. Although the majority of items were marked as Low/Medium risk the Council considered that to keep on top of maintenance it was appropriate that expenditure needed to be allocated for this. The Clerk had prepared a report with associated costs. This was considered by members together with cost implications - Financial Orders were suspended in order to appoint the appropriate contractor qualified for the work.

Council resolved that - Upper Southrepps - expenditure of £1,550 be allocated from reserves which would include the damaged signage being renewed. Lower Southrepps - Expenditure of £1,300 be allocated from reserves which would include the work on the list and the refurbishment of the bench and picnic unit. The rubber matting would be reviewed in 2027 however, trip hazards would be removed.

9. To receive information and take appropriate action for Assertion 10

9.1 To consider and review draft IT Policy

The Clerk updated members on Assertion 10 and discussion took place on the necessity of the circulated IT Policy. Council resolved to adopt the Policy. EP

10. To Receive Reports from Councillors and items for the next Agenda

Norfolk Police	Circulated
Resignation of Councillor	NNDC informed
Highways/Kier re road closure of Thorpe Road	Circulated
RWE information	Circulated

It was noted that the Chair had received the resignation of Graham McCabe and the Council instructed the Clerk to write and thank Graham for his valued service to the Council. EP

The Clerk informed that Mr Overton was retiring and that his business would be taken over by his daughter.

A Councillor had welcomed a new member to the community of Southrepps. A copy of the Mardler was supplied.

11. To confirm date of the next Meeting

Southrepps Ordinary Parish Council Meeting -

Wednesday 4th March 2026 - Southrepps Village Hall @ 6.30pm

There being no further business the meeting concluded at 19.20.