

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 5th August 2026 @ 6.30pm held at Southrepps Village Hall

Present: Lesley Sparrow (Chair), Roger Swift (Vice Chair),
Fiona Hall, Chris Shaw and Louise Marriner
Others: Roy MacDonald - NNDC, Members of the public - 1

1. **To consider apologies for absence - To note and approve apologies received by the Clerk prior to the meeting**
Louis deSoissons - 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 were declared or dispensations authorised.
3. **To approve Annual Parish Council Minutes 27th May 2026**
The Minutes had been circulated and it was resolved that they be signed by the Chair.
4. **To confirm receipt of the Annual Parish Minutes 27th May 2026**
Members confirmed receipt of the Annual Parish Minutes.
5. **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.
A member of the public spoke about the anti-social behaviour emanating from WildFlowers. The Clerk would inform the NNDC Environmental Team. Flagship had been contacted on this matter however, it appeared that no action was being taken.
There were also flytipping issues at the location and this would be taken up with Flagship and NNDC. EP

Roy MacDonald, NNDC - informed that NNDC had launched a small pot of money to fund local initiatives within parishes. Discussion took place on the performance of County Broadband and both Callum Ringer and our MP are investigating this matter. Numbers of children in schools were discussed and NCC were currently reviewing School numbers and the viability of provision. Roy was now Chair of the Standards Board Committee and on the committee for the authorisation of the NNDC small grant fund.
Resolved to close the meeting to the public.

6. To review and consider Planning if received

26/1417	8 Long Lane	Install render over external walls and install solar PV panels to the roof	No comment
26/1141	7 Long Lane	Install render over external walls and install solar PV panels to the roof	No comment
26/0252	Warren Hse, Warren Road	Erection of two-storey side ext	Approved

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

GENERAL

7.1 SAM 2 - the unit was located at the Bradfield crossroads at Lower Street. Councillors reviewed the figures and these would be uploaded on to the website. EP

7.2 SAM 3 - this had been installed. Chris Shaw was thanked for his work setting up the unit. It was currently positioned at Gables Avenue and the figures would be downloaded for the next meeting.

7.3 Bus stop roof repair - Lower Southrepps - work had been completed

7.4 Allotments - invoices to be sent out to leaseholders

HIGHWAYS MATTERS

7.5 20mph traffic calming - white lining and replacement bollard
- in hand with Highways and Callum Ringer. Photos of the overgrown foliage had been supplied.

PLAYING FIELD

7.6 Installation of replacement/new decking on the playing field
This was in progress with the Village Hall Committee.

8. To consider and review correspondence

NCC - Deputy Leader re PPScheme	Discuss
Resident regarding management of Woodland at Whitegates	Inform
NNDC - re members interests and contact information	Inform
NCC - Callum Ringer - monthly report	Circulated
Southrepps Village Hall - agreement to sell container/cabin	Inform
Resident - re co-option - Policy sent	Circulated
NCC - temporary closure of Wellspring Road	Circulated
Resident re complaint to Council re accessibility to information	Circulated - Response agreed by Council
Norfolk Police - re Neighbourhood drop-ins -	Circulated
NNDC - Planning further call for sites	Circulated
NCC - Callum Ringer - monthly report	Circulated
Trunch Neighbourhood Plan	Circulated

9. To consider Financial Matters

9.1 To receive bank reconciliation and note receipts and review reserves

The bank reconciliation was noted. The Clerk advised that 50% of the SAM3 purchase would be received in due course from NCC.

9.2 To agree payment schedule and approve payments

Payments agreed external to meeting

Countrystyle recycling	75.60
Julie Swift (reimbursement)	38.69

Payments to be authorised at meeting

Countrystyle Recycling	45.00
KW Pest Control	180.00
Kevin Richardson	579.10
Westcotec SAM3	4,588.80
Clerk	879.84
Wix (website/domain) - reimburse to Clerk	144.84
Donation to St James Church - maintenance	1,000.00
Secret Gardens	1,258.80
Clerk - reimbursement of Defib/stamps	183.34
CAS Insurance (SAM3)	122.55

Council resolved to pay enbloc

9.3 To note expenditure to date against budget

The expenditure to date was noted and would be updated.
The Clerk informed that additional cost had been incurred for the insurance of the SAM3 unit.

9.4 AGAR completed and submitted to PFK Littlejohn

There were minor recommendations from PFK Littlejohn for the next financial year.

10. To consider and action points raised by Internal Auditor

10.1 Review of Standing orders

10.2 Review of Financial regulations

Councillors would review these ready for the next meeting.

10.3 Review of Clerk salary - Agenda item 13

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

The white entrance gates needed to be cleared of foliage and the Clerk would arrange this. EP

The wooden planter at Warren Road needed to be removed as it was falling into disrepair. EP

A Councillor had reported a Give Way sign to NCC Highways as it was deemed unsafe.

It was noted that the Police had not been visible in speeding checks and the Clerk would contact the Police to request that speed checks take place. EP

12. To confirm date of the next Meeting

Southrepps Ordinary Parish Council Meeting -

Wednesday 16th September 2026 - Southrepps Village Hall @ 6.30pm

13. To resolve under the public bodies (Admission to Meetings Act 1960) to exclude members of the public for the purpose of confidential items:

No members of the public were present at this point in the meeting.

14. To consider and review staff salary and ancillary payments

The Council reviewed the staff salary and the recommendations were adopted. A letter of confirmation would be forwarded by the Council.

There being no further business the meeting concluded at 7.45pm.

LESLEY SPARROW - CHAIR

16th September 2026