

Earsham Parish Council Minutes

of a meeting of Earsham Parish Council held at the Village Hall,
on Wednesday 24th September 2025 at 7.30pm

Present: Councillors: Richard Randlesome (Chair), Tony Leech (Vice-Chair) Keith Reeve, Jim Bennett, Stephen Revell and Nick Meade

Also present: County Councillor Barry Stone and one member of the public

1. Welcome

2. To receive and accept apologies from members unable to attend – Apologies were received and accepted from Parish Councillor Clark, District Cllrs. Brendon Bernard and Chris Brown and the Parish Clerk Lynda Ling

3. To receive any declarations of interest, in particular matters to be raised at this meeting

- To note any declarations of members pecuniary and/or non-pecuniary/other interests pertaining to items on the following agenda – The following interests were declared: -
Cllr. Richard Randlesome – Item 9a allotments
- To consider any dispensation requests - None

4. Approval of minutes of the meeting held on Wednesday 30th July 2025 - Agreement proposed by Councillor Revell and seconded by Councillor Meade **ALL AGREED**

The member of the public reported that there is still tree cutting rubbish by the right-hand side layby as you leave the village – it was suggested to report to Highways or the Highway Rangers for removal

5. Reports

County and District Councillors –

County Councillor Barry Stone – A report had been received from Cllr Stone earlier in the month outlining the Norfolk County Council meetings which had taken place regarding devolution ahead of the Government deadline. NCC are proposing to submit to government the case for a 2 Unitary Norfolk – Norwich & East Norfolk and West & North Norfolk

District Councillor Chris Brown – South Norfolk has published its Local Government Reorganisation proposal, for 2 Unitary Authorities, and this is due to be debated and adopted this evening to go to Government by Friday's deadline, 26 Sept.

- Next May there will be the election for the new Mayor of Norfolk & Suffolk, and we are also expecting there to be County Council elections on the same day.
- I have my Member's Ward fund available (total £1,000) for requests for funds from local groups, usually between £100 and £500.

Police – An email of introduction has been received from PC Hayley McNeil who has just taken up the post of The Community Engagement Officer for Broadland and South Norfolk.

Chairman and Parish Councillor's – The Chairman reported the following: -

- Attended the online Council Forum on the 2nd of September 2025
- Correspondence has been entered into with a family member whose uncle's name is on the 1939-45 War Memorial. The family member has relevant pictures and documents and is happy for these to be added to the display at The Mill.
- There have been emails between the Chairman and SNC regarding the emptying of the bottle banks, as the overhanging trees are potentially causing a problem for the emptying of them. Covered in Green to be asked to provide a quote to trim back.

Parish Councillor reports – None

Clerk's report – The second half of the precept has been received £9,500 this month.

Update on actions from last meeting – An email has been sent to County Councillor Barry Stone and Gary Overland (highways engineer), regarding the issues that were mentioned at the last meeting, these were: -

- Parked cars at the Bungay end of the village on the side of the road which obscures oncoming traffic, making it a hazard when pulling out to overtake
- The increased volume of traffic going past Earsham Hall at speed
- As highlighted in the Play Inspection Report, it has been suggested that playground signs are installed on The Street to make drivers aware that children are in the area
- Whether Cllr Barry Stone's member allowance would allow for an application to purchase a flagpole for the village
- Improvements to the current bus shelter and the discussion of a bus shelter opposite, outside the Queen's Head, plus installing some bike racks – both Cllr. Stone's and the Highways Engineer's agreement are needed before applying for a grant.

A response to the above is still awaited.

6. Village Items – Update on all village items plus: -

- a) **Report from the Speed Watch group** – No update for September, however the Group will be going out more during October.
- b) **Unveiling of memorial discussion update** – The Chairman agreed to arrange the unveiling on Sunday 12/10/25 subject to agreement with Violet Hewitt's family **ACTION – CLLR RANDESOME**
- c) **Community Action Plan** – No update
- d) **Speeding issues on A143** – No update
- e) **Placement of basalt stone update** – The basalt stone is now in place, enquiries to be made as to whether this could be covered under the PC's Public Liability Insurance **ACTION – CLERK**
- f) **Grant funding** –
- Bus shelter and bicycle rack funding – pending a response from Highways and Cllr. Stone
 - Parish Partnership Grant – Quotes have been received for a replacement SAM machine to replace the redundant one, to be discussed and agreed at the next meeting
- g) **Highway Rangers email** – The Clerk to report the clearance of the tree cutting debris left by the layby and the Minns bridge footpath **ACTION – CLERK**

7. Planning Applications – The following application and decision was noted:-

Appl Number : 2025/1818

App Type : Full

Parish: Earsham

Location : Earsham Church Of England Voluntary Aided First School School

Road Earsham Norfolk NR35 2TF

Proposal : Install new concrete pad to house a new gas tank. Erection of gates and fence

Decision : Approval with Conditions
(Delegated)

Date of decision : 19 August 2025

25/02221/PLAFVA – Earsham Hall, Norwich Road, Earsham – Application for a Premises Licence Full Variation. The application is in a 28-day consultation period expiring on 9th October 2025 – forwarded to Councillor's on 12th September 2025.

Councillor's had no objections to the Earsham Hall application

8. Finance and Governance–

a) Approval of items of expenditure invoiced since the July 2025 meeting and note balances:

Playing Field payments made since the last meeting - £307.54 excl VAT (pavilion electricity, Anglian Water)

Allotment payments made since the last meeting - £893.66 excl VAT (Anglian Water and allotment clearing cost)

Payments for approval at this meeting

Parish Council - £507.98 (reimbursement of postage, contribution to Village Magazine, External audit fee and streetlighting quarterly maintenance charge) excluding VAT

Playing Field - £252.50 (Earsham FC – half share of tractor service/sharpening)

Interest received for second quarter of financial year – PC - £98.21, PF - £18.08, Allotments £6.39

Bank Balances as of 17th September 2025

Parish Council - £33,234.75, Playing Field - £4,459.76, Allotments £1,611.44

Approval of payments list proposed by Cllr. Leech and seconded by Cllr Bennett **ALL AGREED**

b) AGAR – External audit – Annual Governance Statement 2024/25, Accounting Statement 2024/25, External auditors report and Certificate 2024/25 and Notice of Conclusion of Audit –

The report came back with no issues for the accounts of the Parish Council for 2024/25. The Clerk has restated the value of the parish assets as recent investigations indicated that community assets were much reduced in monetary value, so this has been addressed this year, and an auditor comment to that effect is on the report, indicating that the previous year's asset figures should also have been reduced. This will be rectified in next year's audit documents. The Conclusion of Audit and supporting paperwork as mentioned above is on the noticeboard and on the website.

9. Playing Field/Play equipment/Bowls and Football Clubs/Allotments –

Allotments – It has been brought to the attention of the Clerk by an allotment tenant, that the gate at the Village Hall end of the village needs replacing. Cllrs. Leech and Randlesome agreed to visit the allotments next week to assess.

ACTION – CLLRS RANGLESOME & LEECH

Play equipment – Discussion on further repairs and costs as discussed with Sovereign (original installers) at a meeting on 17th June – No update from the manager after this meeting.

- to discuss the Sovereign quote for the replacement basket swing (£3860.74) + £225.00 for removal and 4 x posts, totalling £4,085.74 or consider a cheaper option as forwarded to Councilor's on 2nd September 2025 – log climber total price inc. VAT £2742.79 including an extra grass guard. Information was sent to Councilor's earlier with these quotes.

Cllr. Reeve proposed agreement to purchasing the log climber at a cost of £2742.79 (£106 money of £2,268.87 plus interest to be used to pay for the majority of the purchase), seconded by Cllr. Leech.

ALL AGREED

It was suggested that the basket swing wood frame be left in place and a swing installed instead. Following Sovereign's emails about the frequency of play inspections, which the PC has done monthly, it now needs confirming if these should be done weekly.

ACTION – CLERK

Football Club – To agree tractor and cutter service contribution by PC for £252.50.

Agreement proposed by Cllr. Revell and seconded by Cllr. Meade.

ALL AGREED

10. Significant Correspondence – Forwarded to Councillor's weekly

11. Business for the next meeting – Policies, draft budget, any outstanding village works

The meeting will be adjourned for public participation (maximum 10 minutes)

The member of the public present reported that the public footpath between Minns Bridge and the bridge at Marston Moor is very overgrown – needs reporting to Norfolk County Council

12. Confirmation of the date of the next meeting – Wednesday 26th November 2025 at 7.30pm in the Village Hall

Signed

Meeting ended at 20.45pm

Date