

# Strumpshaw Parish Council

## Minutes

Council meeting held at 7:30 pm on Tuesday, 18 November 2025 at Strumpshaw Community Hall, Mill Road, Strumpshaw. NR13 4FS

Present: Ellie Buckton (Chair), Russ Blake, Michael Green, Brian Jones, Tina McAulay (Vice Chair), and Bob Morgan.

In attendance: Tanya Rowlandson (Clerk), District Councillor Jan Davis. Members of the public: four including Sarah Cartwright (Community Hall Committee Chair) and Bob Hunt (SAM2 Volunteer)

### 1. Apologies for absence

Apologies were received from County Councillor Andrew Proctor and District Councillor Eleanor Laming.

### 2. Declarations of Interest for Items on the Agenda and Dispensations for Councillors with a Pecuniary Interest

Cllr. Michael Green declared a non-pecuniary, non-prejudicial interest in Agenda Item 9 due to his nomination as a trustee of Buckenham Ancient Woodland Trust (BAWT) representing SPC.

Cllr. Bob Morgan also declared a non-pecuniary interest in the same item as a trustee of BAWT.

### 3. Minutes of the meeting held on Monday, 20 October 2025

These were agreed as a true record of proceedings.

### 4. Matters Arising

None.

### 5. Receipt of reports from County and District Councillors, followed by the Public Open Forum

#### • District Councillor's Report

Cllr Jan Davis presented highlights.

#### • County Councillor's Report

County Councillor Andrew Proctor submitted his report.

*Copies of both reports are attached to these minutes.*

#### • Public Open Forum

A member of the public reported that the grit bin on Mill Road was empty and required a shovel to disperse grit.

*\*Post-meeting note: online reports were submitted to Norfolk County Council requesting a first fill.*

### 6. Chair's update (Ellie Buckton)

#### • Strumpshaw Conservation Matters. The meeting was noted as useful.

- Tree Warden Recruitment: Bob Cameron has offered to assist with recruitment. Tim Cartwright has now submitted his registration form to John Fleetwood, Broadland Tree Warden Coordinator, who will arrange training
- Stone Pit/Community Orchard: Bob Cameron was invited to lead fundraising and oversee the installation of an information board at the site, with support from BADCOG.
- Community WhatsApp Group: A group has been set up for Strumpshaw Conservation Matters, all councillors invited to join.

- Brundall Men's Shed: £200 wood costs for village gateways added to Parish Partnership (PPS) bid (see item14.1.). Community noticeboard: A quotation of £150 for materials has been received. A grant application will now be submitted to the Strumpshaw Trust for £500 to cover materials, the planning application fee, a donation to BMS, and contingency for installation.

- Long Lane trod, works to commence next Spring.

- Finger post sign at Barn Hill has been replaced.

- Church footpath - reported to Norfolk County Council, as an interim EB has trimmed back edging.

- Councillors attended the Remembrance Service, which saw a good turnout from both councillors and members of the public. The Last Post was movingly performed.

### 7. Community Hall Committee (CHC) (Sarah Cartwright)

Council received the update and RESOLVED to:

- Agree the presented CHC budget for 2026/27.
- Approve the CHC expenses policy.
- Authorise roof gully repairs at a cost of £1,298 + VAT

## **8. Speed Awareness Message Sign (SAM2) (Bob Hunt)**

Monthly reports continue to be uploaded to the Council website. The average speed has risen slightly to 27.7 mph. Vehicle movements in one direction remain at around 1,000 per day. The maximum speed recorded this month was 55-mph in the 30-mph zone, at 4:50 am. Council expressed its thanks to Bob Hunt for his ongoing work and noted that it will continue to advertise for someone to assist during periods when Bob is unavailable.

## **9. 9.1. Buckenham Ancient Woodland Trust (BAWT) - Cllr Michael Green**

- Path improvement works: Same contractor (Conservation Works Ltd) engaged for both BAWT and SPC sections. Commencement date has been pushed back to 26 November.
- Funding: grant applications being submitted to Norfolk County Council's Crowdfunder Norfolk to help match fund non-CIL items that were not approved in BAWT's otherwise successful bid to the Greater Norwich Growth Board (GNGB) in January 2025.
- Annual Closure of Permissive Path. It was noted that the annual closure of the permissive path will take place on 12 January 2026, in accordance with the agreement that the closure be scheduled on the second Monday in January (Minute Ref. 9.1, 18 March 2025).

## **9.2. Buckenham Woods (SPC) - Cllr Bob Morgan**

- Congratulations were extended to BAWT on a successful AGM and guest speaker, Nick Acheson.
- Second replacement spring latch fitted to the kissing gate at Buckenham Wood car park.
- Adult males spotted on mountain bikes near the wood.
- Pond restoration works are underway near the private landowner's section of the woodland.
- Future for Nature Fund grant application prepared for submission to Broadland District Council (see item 14.2.)

## **10. Neighbourhood Plan update**

A Zoom meeting was held on 17 November with consultant Rachel Leggett, two Steering Group members, and the Clerk to respond to queries from the Independent Examiner, Andrew Ashcroft. Positive comments were received. RL advised that a referendum is unlikely to be required.

## **11. Armed Forces Covenant**

Councillor Russ Blake provided an update. He had the honour of laying the wreath on behalf of the Council at the Remembrance Service. There was a good turnout, and the Last Post was movingly performed. The planned visit to Marham Base is being rescheduled.

## **12. Allotments**

Council resolved to revise the allotment rules, requiring tenants to maintain their own plot borders and introducing a retrospective water usage charge as part of the budget. It was further agreed that the annual rent for all plots be increased by £1 to £18.50, and that a retrospective water charge of £7.00 per plot, reflecting this year's increased water tank top-ups, be included on the annual invoices issued in April 2026. The Clerk will notify allotment holders of the revised rules and charges.

## **13. Budget 2026/27**

Council considered the budget requirements for 2026/27.

Council RESOLVED to authorise the issue of the precept demand to Broadland District Council, setting the 2026/27 precept at £15,376. This represents an increase of £1,261 (8.93%). Members noted that the annual charge for a Band D property will be increased to £53.39, an increase of £4.38.

Council RESOLVED to accept the budget proposals, which included:

- Allotments:  
Plot 6 to pay full plot rental (full cultivation evident at July 2025 inspection). Annual rent to increase by £1.00 to £18.50 per plot. A retrospective water usage fee of £7.00 per plot for 2025/26, to be invoiced in April 2026, with the charge credited to the Community Hall Committee water budget code.
- New budget provisions:  
Long Lane trod grass cutting (6 cuts at £75 per cut).  
Community Action Projects. Establishment of an earmarked reserve and budget code at £500.00 per annum.

## **14. Grant Applications**

Council resolved to submit the following grant applications:

### **14.1. Village Gateways - Parish Partnership Scheme 2026/2.**

Bid submission for Village Gateways, project cost £5,700. Parish Council to contribute 50% (£2,850). Cllr Andrew Proctor pledged £1,500, leaving £1,350 to be met by £500 from the new community projects budget provision and £850 from the general fund or fundraising.

### **14.2. Broadland District Council - Future for Nature**

Application for path improvements at Buckenham Wood (£3,440). Council noted the deadline for submission has been extended to 5 December. Council thanked Cllrs Bob Morgan and Michael Green for their assistance in preparing the application and providing supporting information.

**15. Royal British Legion Donation**

Council approved a £35.00 Section 137 payment for the annual Remembrance wreath and agreed to set up an annual standing order for this amount.

**16. Planning application 2025/3349, The Cottage, Hemblington Road, Strumpshaw. Single storey side extension and two storey rear extension**

Council resolved to support this application. No concerns raised by councillors.

**17. Finance**

Council reviewed payments, income, bank reconciliations, and reserves. Reports were accepted, payments approved, and documents signed at the end of the meeting.

*Copies of the finance reports are attached to these minutes.*

**18. Greater Norwich Local Plan (GNLP) - consultation on the two Supplementary Planning Documents (SPDs)**

Council chose not to respond and asked the Clerk to confirm with the Neighbourhood Plan consultant whether it affects the SPC plan review.

**19. Correspondence and Clerk update**

- Broads Authority - Statement of Common Ground (SoCG): Cllr MG prepared Council’s response for submission.
- BADCOG WhatsApp Message: Overhanging branch reported on the footpath to Stone Pit. Cllr BM agreed to inspect and determine action.
- Conservation Arboriculture:
  - First draft management plan received; printed copies distributed and electronic version forwarded to Alasdair Fraser and BADCOG. Councillors and stakeholders to provide feedback before the January meeting.
  - Buckenham Woods path improvement works rescheduled to 26 November.

**20. Date of the next meeting**

Tuesday, 20 January 2026, at 7:30pm.

*The meeting closed at 8:53 pm.*

Chair’s Signature..... Date.....