

**WINFARTHING PARISH COUNCIL**  
**Minutes of the Parish Council meeting held on**  
**Monday 7 April 2025 at 7.30 pm at**  
**Winfarthing Village Hall, Hall Road, Winfarthing IP22 2EJ**

**Councillors Present:** Cllr Eric Cole (Chair), Cllr Lynne Rogers, Cllr David Rix, Cllr Peter Frost, Cllr Richard Steel, Cllr Collins

**In attendance:** Karen Rix (Clerk), County Cllr Catherine Rowett

**Members of the Public (MOP):** 5

**1. To receive and consider apologies for absence**

Apologies from Cllr Jono Smith and District Cllr Easter were noted.

**2. To receive or update any declarations of pecuniary interest**

None received

**3. To approve minutes of previous meeting held on 3 March 2025**

Item 11.2 was amended to include Cllr Cole in the list of volunteers for the Community Speed Watch. The item was initialled, and the minutes unanimously approved and signed.

**4. To consider any matters arising from minutes (not covered by an agenda item)**

No matters arising.

**5. To receive an update on actions from previous minutes  
February 2025**

- **Item 11 - Cllr Frost** to compile a further response to Gary Beaumont, SNC Planning offer regarding the relocation of the 30 MPH speed limit sign in Hall Road – remains ongoing.
- **Item 11.3 - Cllr Steel** to put up a way marker sign advising walkers to follow the correct path – remains ongoing.

All other actions were completed

**6. To receive questions or comments from members of the public.**

No comments received.

Cllr Steel thanked two MPOs for their support with the village litter pick that took place on Sunday 6 April 2025.

Cllr Rogers thanked Mrs Cole for her support with refreshments served after the litter pick.

**7. To receive a report from County and District Councillors**

- County Cllr Rowett's report was circulated to all Cllr's prior to the meeting and can be found with these minutes.

County Cllr Rowett emphasised the importance of trying to change the location of the 30 MPH in Hall Road as soon as possible as this would be harder to do once final decision had been made.

Signed ..... Chair

Date .....

County Cllr Rowett referred to the new community funding available to those locations affected by the installation of the new pylons. (see County Councillor report) In anticipation of this, it was suggested the parish council start to compile a list of community project ideas

County Cllr Rowett referred to the unblocking of footpath FP1, Cllr Steel confirmed work had been carried out to reopen the footpath. Cllr Cole commented on how this had taken over 4 years to accomplish.

Cllr Collins asked about NCC providing bus shelters for villages. County Cllr Rowett advised that the funding available to NCC to carry out this initiative could provide a bus stop marker or shelter, but in Winfarthing this would more likely be a bus stop marker. County Cllr Rowett agreed to make enquiries about a bus stop marker and feedback at the next meeting.

Cllr Collins asked about the plans to introduce the collection of food waste. District Cllr Easter had provided details of this scheme at a previous meeting however County Cllr Rowett confirmed that two new bins would be provided to households one large bin for outside and one small work top size for inside.

Cllr Cole asked County Cllr Rowett for responses to questions posed at previous meetings:

- To chase the complaints made to NCC Highways regarding the blocked culvert under the road in Short Green. - A MOP residing in Short Green confirmed work had been completed to unblock the culvert.
- To chase NCC Highways regarding the very poor road surface between Winfarthing and Shelfanger. – County Cllr Rowett confirmed that a conversation had taken place with Adam Mayo at NCC Highways. He confirmed that due to pressures on funding, a decision had been taken to delay maintenance work based on an assessment of the surface and its condition not being too severe! A discussion ensued on how the parish council had been advised on numerous occasions over the last three years that the road surface would be replaced but it had continuously been delayed. County Cllr Rowett agreed to speak with Adam Mayo again.
- To chase a request made to Lead Local Flood Authority (LLFA) regarding the bylaws on water courses i.e. building alongside. County Cllr Rowett agreed to contact Katie Spillman at South Norfolk Council as she was the expert in bylaws.
- Cllr Cole asked an additional question regarding the cutting back of hedges alongside roads in Gt Moulton as damage is being done to vehicles. County Cllr Rowett agreed to pursue the issue.

#### **8. To receive the Clerk's report and update on correspondence**

- The Clerk reported that the Internal Audit had taken place, and a full report would be submitted at the next meeting There were no issues or concerns however the auditor had recommended that the parish council adopt a Financial Reserves Policy. Although not mandatory this was considered good practice. The Clerk advised this would also be added to the agenda for the next meeting.

Signed ..... Chair

- In support of the reserves policy, the Clerk also advised it would be good practice for the parish council to agree an Action Plan for the coming financial year to highlight the parish council's priorities and aims. It was agreed to add this to the agenda for the next meeting.
- The Clerk reminded Cllr's that the meeting between Frances Salway, NCC Footpath Officer, County Cllr Rowett and affected landowners regarding blocked footpath FP11 would take place at 10 am on Wednesday 30 April 2025. Cllr Steel and Cllr Cole advised they would be attending.
- The Clerk advised that the spending limit under Section 137 of the Local Government Act had been amended to £11.10 per parishioner. The total number of parishioners currently stands at 441 so the council cannot spend more than £4562.10 under Section 137.
- The Clerk confirmed that of the current £333.57 Community Infrastructure Levy funding held by the parish council, £175.98 of this must be spent by 19 October 2027. It was agreed that this would be included in the parish council's reserve policy but plans for this expenditure should also be included in the new Action Plan.

## 9. FINANCE

### 9.1. To approve payments (C)

Payment Type/ Cheque No	PAYEE	DESCRIPTION	AMOUNT	VAT
100295	K Rix	March Salary	222.60	
100296	HMRC	March PAYE	55.60	
100297	Norfolk PTS	Subscription 2025/26	62.69	
		<b>Total</b>	<b>340.89</b>	

Payments were unanimously approved.

### 9.2. Receipts (B)

DATE	RECEIVED FROM	DETAILS	AMOUNT
		<b>Total</b>	<b>0.00</b>

### 9.3. To receive a report from the Responsible Finance Officer

DETAILS	CR	DR	BALANCE
Cash book balance brought forward: <b>A</b>	4974.87		
Receipts in March (listed above): <b>B</b>	0.00		
Payments in March (listed above): <b>C</b>		340.89	
Cash book balance carried forward ( <b>A+B-C</b> )			4633.98
<b>Community Account Balance</b>			

Signed ..... Chair

**9.4. To approve the 2024-25 year end bank reconciliation and analysis of variances**

Cllr Frost proposed the approval of the year end bank reconciliation Cllr Rix seconded and it was unanimously agreed. Cllr Frost proposed the approval of the analysis of variances Cllr Rogers seconded and it was unanimously approved.

**9.5. Spend against budget 01/04/2024-31/03/2025**

<b>BUDGET 01/04/24 TO 31/03/25</b>				
<b>INCOME DETAILS</b>	<b>BUDGET Ex VAT</b>	<b>CR TO DATE EX VAT</b>	<b>BALANCE</b>	<b>COMMENTS</b>
Litter Pick	20.00	220.00	200.00	Additional income not budgeted
HMRC Refund	0	165.10	165.10	Additional income not budgeted
<b>Total Income</b>	<b>20.00</b>	<b>385.10</b>	<b>365.10</b>	
<b>EXPENDITURE DETAILS</b>	<b>BUDGET Ex VAT</b>	<b>DR TO DATE Ex VAT</b>		
Clerk Salary	3300.00	3037.26	262.74	
Clerk Expenses	50.00	97.75	-47.75	
Training	200.00	295.00	-95.00	Contingency
Insurance	225.00	241.00	-16.00	
Membership/Subscriptions	350.00	125.39	224.61	Website set up costs accounted for in 2023/24
Dog Bin Maintenance	310.00	270.00	40.00	
Defibrillator Maintenance	150.00	0	150.00	Contingency
Donations (S137)	50.00	50.00	0	
Rent (Glebe Land)	10.00	10.00	0	
Village Hall Hire	150.00	195.00	-45.00	
Internal Audit	200.00	60.00	140.00	
Microsoft Office 365	124.00	0	124.00	No receipt for O365
Information Commissioners Office	35.00	35.00	0	
Christmas Decorations	0	61.70	-61.70	Additional expenditure not budgeted
<b>Total Expenditure</b>	<b>5154.00</b>	<b>4478.10</b>	<b>675.90</b>	

**9.6. To receive the Parish Council Finance Scrutiny report**

Cllr Frost reported that he and Cllr Steel had inspected the accounts, cheque books and bank statements on 24 March 2025 and were happy that everything was in good order.

**10. To review and approve Privacy Statement and Freedom of Information Publication Scheme.**

The documents were circulated prior to the meeting for Cllr's to review. Cllr Collins proposed approval of both documents Cllr Steel seconded and it was agreed unanimously.

Signed ..... Chair

**11. To comment on planning applications**

**11.1. Application 2025/0534 Boundary Farm Long Lane Winfarthing**

The Clerk advised that as the deadline to make comments on this application closed prior to the PC meeting comments had already been lodged with SNC Planning Department. Councillors expressed their concerns regarding footpath FP1 running through this property i.e. that it remains open for use. Councillors also wanted to ensure that the residential annexe conforms to the planning application, and is used as part of the main building, not as a holiday let.

**11.2. To discuss application nos: 2025/0004 - Mill Road and 2024/2476 - Hall Road  
2025/0004 – Mill Road**

Cllr Cole advised that he and Cllr Smith had attended a meeting with Dr Jordan Bull from the River Waveney Trust along with a MOP and the landowner Mr Mitchell to discuss the problems of flooding in the village. Dr Bull has agreed to put a plan together. Cllr Cole advised that Dr Bull had previously met with landowners around the village and that he had provided him with a copy of the drainage survey undertaken a number of years ago.

Cllr Steel advised that he had previously spoken with the owners of The Ramblers regarding the maintenance of the ditch running between their property and the school. It was discussed that although property had been 'flood-proofed' the owner should not exclude his responsibility as riparian owner to maintain the ditch. A further discussion took place over the ownership of the ditch. County Cllr Rowett suggested speaking to Katie Spillman who would be able to advise.

**2024/2476 – Hall Road/Chapel Close**

It was noted that the application had received outline planning permission.

Having read through archived minutes, Cllr Cole raised concerns about the ownership of the land in Chapel Close. The minutes revealed that documentation to transfer ownership of the land or 'village green' to the parish council had been signed in 2013. Cllr Cole suggested he and Cllr Collins meet with James Leband from Jackaman Solicitors, Diss as they handled the transfer. Cllr Cole hoped to report back at the next meeting.

**12. To receive and discuss updates concerning parish infrastructure**

**12.1. Village Hall Governance**

The Clerk advised that Cllr's questions associated with becoming Sole Trustee to the Village Hall had been sent to Community Action Norfolk (CAN) and the answers circulated prior to the meeting. Cllr's unanimously agreed to go ahead with option 2. The clerk was asked to contact CAN to proceed with next steps.

**Action: Clerk to contact Tonya Winsley at CAN to proceed with next steps.**

**12.2. Community Speed Watch**

Cllr Frost advised that he would draw up paperwork for new volunteers to sign and plan another event as soon as possible.

Signed ..... Chair

**Action: Cllr Frost to draw up paperwork for new volunteers to sign and arrange a new date for a speed watch.**

### **12.3. Parish Footpaths**

Cllr Steel confirmed that FP1 was now open.

### **12.4. VE Day 80<sup>th</sup> Anniversary Event**

Cllr Frost reported that unfortunately the SNC grant fund had closed early so he was unable to apply. It was proposed by Cllr Rix and seconded by Cllr Steel to donate to the VE Day celebration fund under Section 137. This was unanimously agreed.

Arrangements were well underway for the event which would take place on Saturday 10<sup>th</sup> May at the village hall. This included a fun day from 2 pm and a disco in the evening. The school were making decorations. Activities and games would be organised for the afternoon with the village Meet and Greet group providing refreshments. The Winfarthing Anglo Saxon project would be running the bar during the evening and Cllr Steel and Cllr Rix would be running a BBQ. Cllr Frost asked the Clerk to enquire about cost of bar license and apply for a parish council Makro/Booker cash and carry card.

A poster was ready to be published on the village Facebook page. Cllr Rix to paint some roadside signs advertising the event, these to be displayed 2-3 weeks prior to the event.

Cllr Frost asked Cllr Cole if he could spray off the Trod so it was easy for parishioners to walk to the village hall.

**Action: Clerk to publish VE day event poster on village Facebook site**

**Action: Clerk to enquire about cost of bar license**

**Action: Clerk to apply for Makro/Booker cash and carry card**

**Action: Cllr Cole to spray off Trod from Chapel Close to village hall**

### **12.5. All Saints Primary School**

The school report had been received and noted.

### **12.6. Parish Council representation on Winfarthing Church and Town Estate**

Cllr Cole advised that Cllr Collins no longer wished to represent the parish council on the Winfarthing Church and Town Estate committee, so a new representative needed to be appointed. Mr Mitchell the Chair of the committee advised that Mrs Williams represented the parish, however it was noted that Mrs Williams was not a member of the parish council. Mr Mitchell advised that the parish council had two places on the committee, but Cllr's agreed it would be unfair to remove Mrs Williams. Cllr Rix agreed to be a new representative. It was agreed that a report from the Winfarthing Church and Town Estate committee should be added to the agenda each quarter.

**Action: Clerk to add Winfarthing Church and Town Estate committee report to the parish council agenda each quarter.**

Signed ..... Chair

Date .....

### 12.7. Village litter pick

18 bags of litter and discarded rubbish were collected. The event was well supported by all the regular volunteers who enjoyed refreshments in the village hall afterwards, many thanks go to Cllr Rogers and Mrs Cole

With a number of people now volunteering, Cllr Rix proposed that additional equipment be purchased using the Community Infrastructure Levy funding. Cllr Steel seconded and it was unanimously agreed. Clerk to obtain quotation for new equipment.

**Action: Clerk to obtain quotation for additional litter pickers, rings and high vis vests.**

### 13. To receive items for the next Agenda and confirm date of next meeting

Councillor training  
Parish council Reserves Policy  
Parish council Action Plan  
Internal Audit report

Next Meeting: Tuesday 6 May 2025 and will be the Annual Parish Meeting at 7 pm, followed by Annual Parish Council Meeting

Meeting closed 21:57

### Action List

#### February 2025

- **Item 11 - Councillor Frost** to compile response to Gary Beaumont, SNC Planning offer regarding the relocation of the 30 MPH speed limit sign in Hall Road.

#### March 2025

- **Item 11.3 - Cllr Steel** to put up a way marker sign advising walkers to follow the correct path.

#### April 2025

- **Item 12.1 Clerk** to contact Tonya Winsley at CAN to proceed with next steps.
- **Item 12.2 Cllr Frost** to draw up paperwork for new volunteers to sign and arrange a new date for a speed watch.
- **Item 12.4 Clerk** to publish VE day event poster on village Facebook site
- **Item 12.4 Clerk** to enquire about cost of bar license
- **Item 12.4 Clerk** to apply for Makro/Booker cash and carry card
- **Item 12.4 Cllr Cole** to spray off Trod from Chapel Close to village hall
- **Item 12.6 Clerk** to add Winfarthing Church and Town Estate committee report to the parish council agenda each quarter.
- **Item 12.6 Clerk** to obtain quotation for additional litter pickers, rings and high-vis vests.

Signed ..... Chair



### Progress report

The ups are generally matched by the downs. The petition about safety on Upgate Street in Carleton Rode received the usual “we only care about making cars go fast” response from the head officer in highways. I’ve sent back a very angry response. I am also very angry about the appalling meeting I had with National Grid where I supposed they would want to listen to my concerns about their change of route in Bunwell, but no.

I am extremely angry about the recent applications for additional energy infrastructure in Great Moulton parish and Dickleburgh parish. In neither case did they think to consult the County Councillor or even let me know that there is anything on the cards, so I’ve only picked up info via others. The companies promoting them are lazy and ill-informed. They’ve never been to see the place. The ones in Dickleburgh seem not to know which county it’s in (hence their inability to find the county councillor?); the ones in Great Moulton didn’t know which power line they were scheduled to connect to, nor where their grid connection was, nor how the land sloped, nor what homes or businesses were nearby. The rudeness and carelessness of these applications and their ignorance of local conditions and of the nature of Norfolk roads beggars belief. There appears to be no intervention from the government to preclude duplication or multiple applications for mutually incompatible projects. It’s incoherent as an energy strategy. We need a strategy first, and then a call for applications in the appropriate places. Instead of that we have a chaotic gold rush that is creating local hostility against even the more suitable energy schemes. No one could have chosen a worse way to deliver an energy revolution.

I’ve been working with Dickleburgh and Rushall on questions about their buses to Pulham. I’ve now seen the report on the delegated decision for what the latest round of spending for buses will include and it looks all pretty sensible, but lacks detail. I’ve asked for the Infrastructure and Development committee to get to look in detail at these schemes.

I’m working on some questions about the location and accessibility of footpaths in Winfarthing, for which we shall be holding a meeting with landowners affected, in late April.

### Devolution and local government reorganisation

A consultation has been launched by the government regarding the idea of having an elected mayor for Norfolk and Suffolk (which is called “Devolution”), so please do add your thoughts to that. You can find it here: [Norfolk and Suffolk devolution - GOV.UK](https://www.gov.uk/government/consultations/norfolk-and-suffolk-devolution).

Note, this consultation is only about the Mayoral authority.

Separate from that but not unconnected is the proposed change to local councils to eliminate the current two tier system. A number of options have been presented to the government with different councils favouring different solutions (for one, two or three unitary authorities in Norfolk). Other options that are not apparently on the table that might have made more sense include putting Lowestoft in with Great Yarmouth, putting Beccles and Bungay into the same council as Norfolk, along with the relevant bits of the Norfolk and Waveney Health Board area, or dividing Norfolk north south, or coastal and inland, instead of East West. But these, it seems, are not up for debate. I believe a letter has gone out to Parish Councils and that there will be some consultation at some point.

Signed ..... Chair



## Info from County Council

### New enhanced Norwich Park & Ride services from 30th March

From Sunday 30 March, the new services at Park and Ride sites will include: Earlier morning and later evening services, increased frequency at most sites, Sunday services at all sites. Full details of the services including timetables and ticket prices are available [here](#).

### Norfolk Rural Business Awards – nominations open

Farmers, food and drink producers, tourism attractions and others that champion our county are eligible for the Norfolk Rural Business Awards. The closing date for applications is Monday 21 April. The final shortlist will be announced in May and the winners will be announced at the Royal Norfolk Show in June. Further details are available [here](#).

### Bird flu

A new case has been reported in the Wymondham area after a bit of a respite.

## Info from Central Government

### Government consultation on plans for North Sea clean energy

The Government's [consultation on Building the North Sea's Energy Future](#) is open until 30 April 2025. Please have your say.

### Planning and Infrastructure Bill

The [Planning and Infrastructure Bill](#) is supposed to accelerate delivery of infrastructure and housing and to get what they call "clean energy infrastructure" built ASAP. You can find factsheets on this topic [here](#).

Govt proposes that people living within 500m of new pylons will get money off their electricity bills up to £2,500 over 10 years. New community funds guidance recommends that communities could get £200,000 for community projects per km of overhead electricity cable, and £530,000 per substation. I'm unimpressed with this bribery approach, and with the government's cavalier attitude to nature and local communities. I see an attempt to take away rights that are there to protect the voiceless. I've been working with the MP for Waveney Valley to get the voiceless a voice in Westminster. I am also meeting Ben Goldsborough MP about this later this month.

### Transformation Fund for reform of public services.

In her spring statement the Chancellor announced a £3.25 billion Transformation Fund for reforming public services, investing in digital technology and AI, and transforming frontline delivery "to release savings for taxpayers over the long-term".

The money is to

- reform children's social care through an additional £25 million for fostering.
- £8 million for new technology to manage offenders in the community.
- £42 million funding for testing and deploying AI applications to reduce bureaucracy.
- £150 million for government employee exit schemes to support a leaner Civil Service,

### Contact me

[Catherine.rowett.cllr@norfolk.gov.uk](mailto:Catherine.rowett.cllr@norfolk.gov.uk) . See also my Facebook page [here](#).

Catherine Rowett

1st April 2025

Signed ..... Chair