Ashby St Mary Parish Council (ASMPC)
Minutes of Parish Council Meeting Wednesday 9th September 2026
at 19:00 at Ashby and Thurton Village Hall

In Attendance: A Ayres (AA) Chair, C Powell (CP), J Goldring (JG).
Minutes: Tina Higlett (TH) – Parish Clerk.

1. To consider apologies for absence.
   A Kemp. Members acknowledged apologies for absence.
   Cllr Kay Mason-Billig advised council she would not be in attendance due to conflicting appointments.

2. To receive declarations of Interest for items on the agenda and to consider any requests for dispensations.
   None.

3. To approve the minutes of the meeting held on the 22nd July 2026.
   These were approved.

4. Public Forum
   I. No Public in attendance.
   II. No report from County Councillor
   III. District Cllr. V Thomson advised he would forward a report following meeting. This will then be available on the parish website.
   Briefly spoke of the Local Government Reorganisation which this week was paused and the earliest we will hear future updates will be in January 2027. If it should comeback would see it being one or two unitary councils and not three as previously proposed. District elections will still go ahead in May 2027.

   Chairman passed on his thanks to Cllr Thomson for the grant of £200 towards the refurbishment of the village sign.

5. Matters arising from the previous minutes.
   I. Restoration of village sign.
   Chair advised he had met with I Capps of Thurton Parish Council to discuss the removal of the village sign. It was agreed to remove the village sign on the 19th September and to deliver to Thurton Foundry where the sign will be sandblasted down to the bear metal in readiness for painting. Would envisage delivering to R Walden between the 4th and 7th October along with Thurton village sign. Once completed I Capps will arrange for collection. Chair spoke of support from residents to assist with the safe removal of the signs using appropriate equipment for the task. AK to arrange assessment of the brickwork to see if any works are essential and to arrange treatment of the post the head sits on prior to reinstallation of the sign.

   Members spoke of possible unveiling ceremony when the sign is returned and the inclusion of District Cllr Thomson who awarded council a grant to assist with the restoration.

ll. Dog waste Bin

Members were concerned that the waste bin on Mill Common was repeatedly overflowing with dog waste. Clerk had contacted South Norfolk waste admin team to see what they could suggest. They advised changing the day from Tuesday wouldn't reduce the issue and proposed a twice weekly emptying. This would increase the cost for emptying which is currently £98.50 per bin for once weekly to £148.50 for twice emptying per year. Another option members may like to consider is relocating the dog waste bin by the church to a position closer to the existing bin where there is more demand. Relocating an existing bin would not incur any additional cost and may help improve capacity where it is most needed.

Members requested the clerk to obtain confirmation of what the second collection day would be under a twice-weekly arrangement, so that they can understand how it would fit with current routines.

Clerk advised she would request clarification on whether the church bin can remain on a once-per-week collection basis, as previously discussed.

lll. PROW new signage installation.

CP advised that she had purchased new posts for the PROW sign and was now in place. Council members were pleased with the new map, which was very clear and looked good in its location. They thanked CP for taking on the project.

Council approved the payment of invoice for posts and post concrete purchased by CP.

6. Management of the Parish Council.

l. Periodic Items

a. Review of Internal Control Policy

The Internal Control Policy was reviewed; it was agreed that the internal controls were sufficient.

b. To adopt a Safeguarding Policy.

The policy was reviewed and agreed.

The Council's auditor for 2025/26 had proposed, within his report, that the Council should consider adopting a safeguarding policy.

ll. Staffing

a. To agree clerk's salary, rise and note back pay due from April 2026.

To agree the Clerk's pay rise allocated by the government at 3.3% (which equates to 52p per hour) backdated from April 1st 2026.

All unanimously approved.

7. Responding to and working with other bodies.

l. Greater Norwich Local Plan 2045 Scoping Consultation

Members acknowledged correspondence and noted site adjacent to Mill Common properties and opposite Hill Farm Barn and Hill Top Barn. Sites are for information only. At this stage a site does not mean that it will be allocated in the new Local Plan.

An assessment of sites will take place, and the outcome will form part of a future public consultation. Council will be able to comment during July 2027

ll. Norfolk County Council Parish Partnership Scheme 2026/27

Members acknowledge correspondence and stated at this time they have no highways projects.

8. Finance
   l. Councils current financial standing
      Current balance is £2482.64
   ll. To approve payments
      T Higlett – clerks salary September £217.98
      HMRC – clerks taxation period 6 £52.00
      C Powell – Posts and concrete £75.50
   lll. Payments made between meetings
      T Higlett – clerks salary August £217.98
      HMRC – clerks taxation period 5. £52.00
   lV. Receipts
      South Norfolk Council – grant £200.00
   V. To consider items for 2027/28 budget
      Clerk asked members to consider projects that they might want to undertake in 2027/28 in readiness for Novembers meeting.
9. Village Issues
   l. Signage on Mill Common
      Reviewing maps of the area, members stated that this does not appear to be a designated PROW and with the evidence put in front of them, feeling is that it is a matter for the landowner to resolve.
   ll. Interior painting of Ashby St Mary Church
      Members proposed carrying forward to next full council meeting.

10. Village Organisations
    CP stated the refurbishment of the ladies toilets were now complete. Comments received have all been positive. The September meeting of the village hall committee will see future projects discussed.

11. Items for next full council meeting agenda.
    Village sign update, Dog waste bin, review reserves policy and Interior painting of Church – grants.

12. Date of next meeting
    Council agreed to the 11th November 2026

Meeting closed at 21:15