

Ashby St Mary Parish Council (ASMPC)  
 Minutes of Parish Council Meeting  
 Wednesday 13<sup>th</sup> November 2024  
 at 19:00 Ashby and Thurton Village Hall

In Attendance: Terry Kitt (TK), Carol Powell (CP), M Rolph (MR)

Minutes: Tina Higlett (TH) – Parish Clerk.

1. To consider apologies for absence.  
J Goldring and H Roebuck. Council noted members apologies.
2. To receive declarations of Interest for items on the agenda and to consider any requests for dispensations.  
Nil.
3. To approve the minutes of the meeting held on the 11<sup>th</sup> September 2024.  
These were approved.
4. Public Forum including reports from County and District Councillors  
No councillors or public in attendance
5. Matters arising from the Minutes previous minutes  
No matters arising.
6. Planning
  - I. To receive a report on plans accepted/refused by South Norfolk Council  
 2022/1875 Location: Land Between The Street and Sandy Lane Ashby St Mary for the development of a single high-quality sustainable dwelling with garaging. Decision refused. Date of decision: 20 September 2024  
 2024/2450 Location: Grange Garden House Claxton Church Road Ashby St Mary. Two storey and single storey rear extensions with external alterations  
 Decision: Approval with Conditions. Date of decision: 3rd October 2024
7. Administrative Issues
  - I. Website maintenance  
 Chairman advised he had produced a statement titled 'Impact on Parish Council Websites' for inclusion on the website to meet Public Sector Regulations 2018. It states the parish council is a small organisation and can only be expected to do their best and they should not be unnecessarily penalised. A review of its layout and assessing the impact of the Public Sector and Access Regulations 2018, has taken place. In September 2024, Council was not aware of any accessibility issues for residents and if help is required residents are requested to contact the Parish Clerk where the problem will be addressed. Chairman advised he would speak to H Roebuck regarding the parish council information which needs to be included on the website. Website as previously discussed will be split into two areas one for parish council information and the other will be information regarding the parish of Ashby St Mary. This will include information on St Marys Church and the churchyard. What's App group information will be included within the community area too. M Rolph will oversee this area of the website and advised he would see the website to be fully operational early next year.
8. Finance
  - I. To note the council's current financial standing  
 Community account on 30<sup>th</sup> October 2024 £3454.79

## II. Payments approved

T Higlett Salary October/November £452.74

HMRC – October/November £100.20

Autela Payroll Services £75.05

ICO Direct debit £35.00

IONOS- Direct debit £123.72

## III. Council advised of Increase in clerks' salary by 63p per hour as per NJC terms and conditions from 1st April 2024.

Letter was signed by the Chairman authorising payroll provider to increase clerks' salary and back date to April 2024.

## IV. Budget for 2025/26

This was circulated prior to the meeting. Clerk went through the proposed budget and advised quotations for Insurance will be obtained near renewal date and consideration should be given to subscribing to NALC who offer payroll, website and audit services. Clerk had allowed for an increase in salary which would be available towards the end of 2025. There were no other major changes. All in favour. Chairman suggested council consider an increase of 3% on precept.

## 9. Village issues

### I. Village noticeboards

It was proposed that the noticeboard on Mill Road would become the official Parish Council noticeboard. The clerk will supply a list of items that should be displayed on the board. This will include dates of meetings and the parish council contact number. It was proposed that a map of the village could be included along with Information of Interest.

All other noticeboards will have details of the 'What's App' group and hopefully more people will join.

## 10. Update on 146 Safety Campaign.

Chairman advised he has still to complete a report which will be sent to those in authority at Norfolk County Council.

Clerk advised a meeting had taken place on the 25<sup>th</sup> October 2024 between members of the A146 Safety Group and Cllr Kay Mason Billig, Gary Overland and Kevin Allen. The meeting covered safety issues around the crossing of the A146 at Prospect Place and in the centre of Thurton at the pedestrian refuge. Some safety measures can be addressed by applying for a grant from Norfolk County Council which has a closing date of the 6<sup>th</sup> December. Thurton PC are hoping to apply for said grant to enable them to erect pedestrian aware signs and the painting slow and mileage roundels at strategic points entering Thurton.

## 11. Report from representative of village hall management committee.

C Powell advised the car park has now been re-laid and this had changed the appearance of area considerably. It took a week to do, and the trustees are pleased with the contractor's work. They also placed barriers near the play area which cost an additional £500.00. The work came in a little over the quoted price of £300.00. There have been two community cafes recently and a total of £189.00 has been raised. The land registry search is all going well. Ownership of land on Park Close will be addressed at a later date. Chairman thanked C Powell for all her hard work and the considerable amount of time which she puts in on a voluntary basis with the village hall.

12. Reports re Website & Accessibility/Neighbourhood Security/Oil Buying Scheme.

I. Neighbourhood Security

M Rolph reported that on the website Police UK you can enter an area and postcode, and an interactive map will show crime figures, including descriptions for requested policing area.

II. Oil Buying Scheme

Two purchases – May 7,600 litres 61.49ppl – 11 people  
October 5,500 litres 57.5 ppl– 8 people.

III. Website

Previously discussed.

13. Consultations

I. South Norfolk 2nd public consultation on the Broadland and South Norfolk Design Code.  
Council aware.

14. Emergency Plan

What's App Group now set up and hopefully more people will join.

15. Correspondence

- I. Bridleway Dark Loke overgrown vegetation.
- II. Norfolk PTS newsletters
- III. South Norfolk Town & Parish Summit
- IV. South Norfolk Planning weekly lists.
- V. South Norfolk Unauthorised encampment guidance
- VI. South Norfolk Rough Sleeper count.

16. Matters for future consideration and items for information.

Highways issues on Bridleway have been reported on NCC Highways portal.  
Co-option of councillors to be included on next agenda.

17. Date of next meeting 8<sup>th</sup> January 2025.

The meeting closed at 20:35.