

## FELTHORPE PARISH COUNCIL

**Meeting of Felthorpe Parish Council, at Felthorpe Pavilion  
on Tuesday 6 January 2026 commencing at 8pm**

### Minutes

#### **Present:**

Andrew Cooper (in the Chair) (AC)

Martin Dickinson (MD)

Kerry Loades-Page (KL)

Lynda Horlick (LH)

Paula Carter (PC)

#### **Also Present:**

2 members of public

Tony Adams (County Councillor)

Sonya Blythe (Parish Clerk)

**1. Chairman's Welcome and to receive and consider apologies for absence**

Apologies received and accepted from Wendy Saunders and Andrea Elsdon

**2. To receive members' declarations of interests and consider requests for dispensations**

None

**3. To ratify the minutes of the meeting held on 4 November 2025**

The minutes were **agreed** and signed as approved.

**4. To receive information on matters arising from the minutes not covered elsewhere on the agenda**

None

**5. To receive reports from District and County Councillors**

Cllr Adams gave an update on Local Government reorganisation and Unitary, and the associated local elections which may be cancelled.

The reduced speed limit throughout the parish, consulted on recently, had been approved by Norfolk County Council and would be implemented shortly. Councillor Adams would try and obtain a date.

**6. To allow the public to raise matters** (15 minutes maximum, per standing order 1e)

None raised.

**7. To note / agree actions for the following correspondence**

7.1 Licencing consultation – no comment.

7.2 Local Government reorganisation consultation – noted.

7.3 To consider time sensitive correspondence received since publication of agenda  
A letter of thanks for a recent grant was received from the Recreation Ground committee.

## 8. Planning Matters

### To consider planning applications.

- 8.1 2025/3614, Almyr 4 Holt Road - Certificate of lawful development (existing) for the use of existing bungalow for office purposes. No objection.
- 8.2 2025/3800, Builders Yard Mill Lane - Change of use of concrete hard standing area for up to 82 self storage containers – objection due to severe increased vehicle movement on a single carriage way road, and additional vehicles driving through the village to get to the location.

The Clerk was asked to report a potential planning breach at Church Farm.

### Clerk to submit all responses

- 8.3 **To consider time sensitive applications received since publication of agenda**  
None
- 8.4 **To ratify planning responses sent since the last meeting**  
None.
- 8.5 **To note the Enforcement Update**  
Noted.

## 9. To consider financial matters

- 9.1 Payment of the following expenses were **agreed**:

|            |                                   |          |
|------------|-----------------------------------|----------|
| 01/1/2026  | S Blythe salary                   | -£166.40 |
| 06/01/2026 | S Blythe - expenses & salary      | -£70.39  |
| 06/01/2026 | HMRC Q3                           | -£162.40 |
| 06/01/2026 | Outside Help - Microsoft licences | -39.37   |
| 31/01/2025 | Unity - monthly fees              | -£6.00   |

- 9.2 To confirm the payments made between meetings:

|            |                                   |          |
|------------|-----------------------------------|----------|
| 01/12/2025 | S Blythe salary                   | -£166.40 |
| 02/12/2025 | S Blythe - expenses & salary      | -£70.59  |
| 02/12/2025 | Felthorpe PCC newsletter          | -46.08   |
| 02/12/2025 | Grounds maintenance               | -334     |
| 02/12/2025 | Adept IT                          | -19.6    |
| 06/12/2025 | Outside Help - Microsoft licences | -39.37   |
| 30/12/2025 | Unity - monthly fees              | -£6.00   |

**Approved.**

- 9.3 **To note income:**  
£0
- 9.4 **To receive the accounts and bank reconciliation to date**  
The council received and approved the accounts and bank reconciliation to date
- 9.5 The council agreed that the AC and PC would authorise payments on 7 January 2026  
**Action PC/AC**  
It was agreed to add LH and KL as bank signatories  
**Action Clerk**
- 9.6 **To receive and approve the draft budget for 2026/27**  
The draft budget was received, which included an increase to the budget line for parish donations from previous years. The budget was **approved** as received.
- 9.7 **To confirm the 2026/27 precept requirement**  
The precept resulting from the budget would increase to £12,000. This was an increase of £3.35 per annum, per Band D property. This was **resolved**.
10. **To receive an update on Highways matters not covered under correspondence and agree matters where required**  
  
The following enquiries were raised, for the Clerk to raise with Norfolk County Council:-  
  
-Speed limit on Holt Road. KL reported that:-  
- Three injuries in the last year on Holt Road had been reported to the police.  
-Workmen had recently attended to carry out some works but had been unable to due to the speed of the traffic.  
-The police had requested that speed limit monitoring be carried out on site.  
**It was agreed to request the necessary steps for a speed limit reduction.**  
  
-The trod footpath on Holt Road was in a major state of disrepair. Norfolk County Council had attended to repair, but made a poor job of it.  
  
-Haveringland Road was currently the national speed limit. With no footpaths it was impossible to safely walk to Broadland Country Park. The Clerk would ask NCC for steps regarding a reduced speed limit, and Broadland Council whether there were plans or funding for a footpath from the village to the Country Park.  
**Action Clerk**
11. **To receive items for the next agenda**  
Quiet Lane – Hall Lane
12. **To agree items for the next newsletter**  
Distinguished gentlemen ride

- 13. To confirm the next meeting date:**  
3 March 2026

Meeting closed 20.55

Signed.....

Date.....