

RYBURGH

Parish Council

MINUTES

12th March 2025

RYBURGH PARISH COUNCIL

MINUTES

Present:- Cllr. Chris Weston, Cllr. Chris Buxton, Cllr. Rebecca Kelly, Cllr. Henry Palmer, Cllr. Emily Gould, Cllr. Glenn McCarthy

Phil Chapman (Clerk)

10 members of the public.

1. APOLOGIES.

None

2. DECLARATIONS OF INTEREST.

None

3. MINUTES.

The minutes of the meeting of *January 15th 2025* were considered and amended to include an additional line. The minutes were then **accepted** as a true record of the business conducted at the meeting and signed by the chairman.

4. MATTERS ARISING.

4.1. **Update on Dog Bin repositioning.** This had now been moved from Dower House area to outside the Playing Field Entrance. .

4.2. **Update on war memorial cleaning and approve any costs.** None.

4.3. **Update on any other matters from minutes but not on agenda.** None.

5. PUBLIC PARTICIPATION.

5.1. A representative from the Parochial Church Council (PCC) discussed the grass cutting requirements at the Cemetery/Burial Ground in Little Ryburgh. Apparently, the previous contractor had done the job for 16 years, on 3 yearly fixed price contracts. New quotes from various contractors had been obtained by the Church and were more expensive. The parish council chairman said that he was unsure how the previous odd arrangement had come about and was advised by the PCC representative present that this had been at the request of the previous council. It was agreed by all that moving forward the PCC should make the payments directly since the PCC held the contract, and any funding received from the Parish Council would be via a grant and subject to the grant application process.

5.2. Two other members of the public spoke to make comments on the cemetery grass cutting.

5.3. A member of the public spoke on the subject of youth activities within the village. He was supported by 3 other members of the public who made similar comments, and the group jointly requested that the youth club present in the village in the past be resurrected. Councils and members of the public briefly discussed potential venues and expressed general support for the request. Councillors would investigate and report back at a future meeting where it would be on the agenda.

5.4. A representative of the Memorial Hall and Playing Field thanked the council for moving the dog bin to assist users of the playing field. She also reported that the shed doors had been sorted, and raised the subject of funding for the playing field as its tractor

needed some expensive repair and servicing work. The speaker was asked to follow the grant awarding policy and complete the grant request form.

6. REPORTS.

- 6.1. None
- 6.2. Below

7. FUEL ALLOTMENTS.

This is to be placed on a future agenda.

8. PLANNING.

8.1. PLANNING APPLICATION RECEIVED.

None.

8.2. PLANNING MATTERS REFUSED OR APPROVED.

None

8.3. UPDATE ON PLANNING ENFORCEMENT ISSUES/APPEALS.

None

9. SUBSCRIPTIONS.

9.1. It was **resolved** not to renew Norfolk Association of Local Councils membership.

9.2. It was decided to consider subscriptions in general at a future meeting once training needs and value could be assessed.

10. WEBSITE/SOCIAL MEDIA.

10.1. It was **resolved** to appoint Cllr. Gould to take over a redesign and general management of the website.

10.2. It was **resolved** to accept the social media policy with 1 abstention.

11. DEVOLUTION.

It was **resolved** to seek opinions from members of the public, and additionally for councillors to submit their own opinions and the chair would collate and consolidate into a single piece to represent the parish council. It was also noted that members of the public are able to submit their own responses and are encouraged to do so using the following links:-

<https://www.gov.uk/government/consultations/norfolk-and-suffolk-devolution/norfolk-and-suffolk-devolution-consultation>

<https://consult.communities.gov.uk/lggc/norfolk-and-suffolk-devolution-consultation/>

12. HIGHWAYS.

12.1. TO CONSIDER ISSUES.

12.1.1. A number of very bad potholes would be reported using the online NCC system by the vice chair.

12.1.2. A repeat of the complaint about the hedge near number 62 Fakenham road had been received. One of the councillors will investigate and report back. Councillors stated they were often in the area and hadn't noticed a big issue. A member of the public was invited to speak and supported the complaint saying the path was unusable and people had to walk in the road.

12.2. FLOOD IMPROVEMENTS.

Overall, the work carried out by Highways on Bridge Road, and additional work carried out by the landowners had been a great success, and flooding in the area had been dramatically reduced. Two councillors had visited the area and found a blocked pipe

under the concrete pad which they had done their best to clear. Further clearance was likely needed, but it was now flowing better, and would be kept under review.

13. LIGHTING.

The lighting contractor had visited several times to the area around 75 Fakenham Road. Once was to make safe the light, and the other visit was to conduct a repair. Following confusion about how this one was in such bad condition when the council pays for inspections it was **decided** that the clerk should ask the lighting contractor for more information about inspections. This is important given many of the lights are thought to be of the same age.

14. CEMETERY.

14.1. It was not necessary to debate this item because the Church being solely in charge of the cemetery and its maintenance had already appointed its own contractor. For the avoidance of confusion, it was formally **resolved** to hand any responsibility fully back to the Church regarding the cemetery, and for the Parish Council's only involvement moving forward to be the annual consideration of a grant request if received.

14.2. Quotes would be obtained for non-cemetery grass cutting needs within the village.

15. GENERAL.

15.1. **Vacancies.** There had been no further approaches to councillors or the clerk, but one member of the public volunteered and asked about the process. The process was explained, and it would be on the agenda at the next meeting for a vote to take place.

15.2. **VE Day.** No progress had been made in respect to forming a steering group comprised of external members. It was therefore resolved to appoint the vice chair, Cllr McCarthy, and Cllr Kelly to take the lead on this project, since time was now short.

16. FINANCE

16.1. **Report regarding reconciliation.** It was **resolved** to accept the reconciliation. This was signed by the reconciliation Councillor, Chair and RFO.

16.2. **To note payments made since last meeting.** The financial report was **noted** showing all payment made since the last meeting.

16.3. **To consider and approve the following payments.**

Supplier	Invoice No.	Ammt
Memorial Hall Hire	2023/03/35	36.00

The council **resolved** to approve the above payment.

16.4. To note the following regular pre-approved payments.

16.4.1. N Power – £209.11 on IN12459700

16.4.2. To note the Clerks wages for January and February.

The council **noted** the above payments.

- 16.5. To consider and approve any payment request received since preparation of the agenda.

Supplier	Invoice No.	Ammt
Norfolk PTS	21145	6.00
Memorial Hall	2023/03/23	45.00
Cllr Gould – training repayment	0JS00118DN109973S	16.00
TT Jones – 75 Fakenham Road	INV-0149	162.00
TT Jones – 75 Fakenham Road	INV-0191	180.00

The council **resolved** to approve the above payments.

17. To note any correspondence received.

17.1. The council noted a complaint from a member of the public regarding 4 different matters. 1:- *The clerks wages not being shown on the agenda*. This is prohibited under data protection laws but is shown as an aggregated figure on the annual return under staff costs. 2:- *The level of the precept*. A full explanation for this is included in the budget, and reserves policy. 3:- *Overgrown hedge of Fakenham road* – considered by council above. 4:- *Overgrown hedges near bridge*. Councillors would be including this in quotes for village maintenance. The clerk had responded to the member of the public.

17.2. A member of the public had asked about a bus stop near to Langor Bridge Garage. It was decided to raise this with the bus company, as councillors thought it used to stop historically in the area.

18. To note items for the next agenda.

AGAR, Annual Parish Meeting, Fuel Allotments, Youth Club, Grant Applications and New Councillors.

19. To consider and confirm the date of the next meeting.

The next meeting is scheduled for **30th April 2025**.

There being no further business the meeting was closed at 21:03.

District Councillor Mike Hankins Report

Local Government Reorganisation.

The Government has tasked the councils involved in Norfolk to agree amongst themselves a revised unitary authority structure for the county .

There are 3 main options being considered :

- A single unitary authority for the whole of the County.
- A dual authority , Norwich, and the remainder of the county
- An enlarged Norwich , and a West Norfolk and East Norfolk

At this stage, the third option appears to be the most likely , but that has not been finalised. The Mayoral Unity Authority will be Norfolk and Suffolk with elections in 2026.

North Norfolk Housing plan

Ryburgh designated a small growth village , public consultation process in process. The fact that Ryburgh has a local village plan will assist in this process.

Digital Infrastructure/Mobile Connectivity.

NNDC have agreed to prioritise this initiative , the parish councils have been provided with contact details for Kathryn Brown who will coordinate the collection of not spot data initially , Both through the refuse truck tracking data and parish council and resident's input.

BT have proposed the removal of a number of public telephone kiosks across the district , Little Ryburgh being a case in point , I trust that representation was made to the council coordinator with the parish council views .

Sennowe Event. August

I took part in the online public consultation provided by the organisers, to learn that further steps have been taken to improve the sound attenuation, to minimise any potential noise complaints, contact details will be provided for local resident noise complaints in due course.

The future of Health Services in Norfolk and Waveney .

I have circulated contact details of how residents can have their say on the future of this vital service. Details at the link below:-

[Help shape the future of health services in Norfolk and Waveney - Norfolk & Waveney Integrated Care System \(ICS\)](#) - Note the closing date of 27 April 2025

Kind Regards,
Cllr Mike Hankins.