

INGWORTH PARISH COUNCIL

Clerk to the Council: Colin Studholme, Hall Farm Barns, Aylsham Road, Saxthorpe, NR11 7DD
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Minutes of the Meeting of Ingworth Parish Council held on Wednesday 12th March 2025 at 7:00pm, in the Reading Room, Ingworth

Present: Mrs Belinda Northey, Mr Ian Sims, Mrs Tracey Yardley, Mr Steven Anderson, Dr John Scott, Mr Miles Clayden.

In attendance: Colin Studholme (Clerk), Cllr Saul Penfold (for item 25/18 only), one member of the public.

25/12. Apologies for absence – District Councillor John Toye.

25/13. Declarations of Interest – Belinda Northey, Ian Sims: Friends of Ingworth Church.

25/14. To agree the minutes of the Parish Council meeting held on Monday 13th January 2025 – The minutes of the meeting on Monday 13th January 2025 were approved and signed.

25/15 Co-option of New Councillors – Three residents had put themselves forward as candidates to become parish councillors. There were currently four vacancies on the Council. Mr Sims proposed that Mr Steven Anderson, Dr John Scott and Mr Miles Clayden be appointed members of the Council. This was seconded by Mrs Yardley and agreed by Mrs Northey. The candidates completed and signed the Declaration of Acceptance of Office forms which were counter signed by the Clerk. Thereafter the new members joined the meeting. The Clerk was to forward a link to allow the new members to complete their Declarations of Interest online.

25/16 Green Waste Bin in St Lawrence Churchyard – the green waste bin had been delivered by NNDC and was already in use. It was agreed that the Clerk should order self-adhesive signs for the 3 bins for general waste, recycling and green waste, along with name labels, at a cost of approximately £35.00.

25/17 Open Forum for Public Participation – None.

25/18 To receive reports from District and County Councillors – County Councillor Saul Penfold updated members on the devolution proposals for Norfolk and Suffolk, along with the likely reorganisation of the current District and County structures. Devolution proposals would see the creation of a mayor covering both Norfolk and Suffolk. Separately, re-organisation would see the current District and County Councils abolished and replaced with fewer (probably 3 in Norfolk) Unitary Authorities delivering all the services currently delivered by both tiers of local government. This would be a phased process taking at least 3 years. It is likely that elections scheduled for May 2026 would be postponed until 2028 when the new structures would be in place. It was uncertain whether the role of parish councils would change as a result, although the merger of some smaller parishes might occur.

There was discussion about speeding vehicles through the Village. Data had been downloaded from the SAM and was starting to produce useful evidence of speeding. Some options were discussed and Councillor Penfold suggested that the best option would be to seek funding through a Parish Partnership Scheme bid which would see the cost of any project shared between the PPS, the County Council and the Parish Council. Councillor Penfold had funding which he suggested he could earmark for a future scheme and the Parish Council could contribute from its Reserves. Once sufficient data had been gathered and analysed (6 months' worth), discussions with County Highways were to be initiated to agree upon a solution.

Councillor Penfold suggested that the issue of speeding through the Village be raised at the next Safer Neighbourhood Panel (SNAP) meeting, when the police identify local priority issues. The Clerk was to find out the date of the next meeting.

25/19 Defibrillator Training – the Clerk had been unable to identify a suitable trainer but was awaiting details of a potential trainer from a neighbouring parish. Mr Sims reported that he had a contact who might be able to help and Mrs Yardley suggested First Responders from the Ambulance Service might be able to help. The Clerk was to follow up on these suggestions.

25/20 Updates on Standing Items

- (a) Reading Room – Mr Sims had given the National Trust the contact details of keyholders
- (b) Playground – The Clerk had been unable to find a replacement inspector to carry out the statutory Annual Inspection but was exploring options of combining with adjoining Colby & Banningham Parish. There was a legal obligation to carry out more regular (weekly) checks of the play equipment but this had not happened for some time. The Clerk invited anyone who was interested to a training course being held at Banningham Community Hall on 29th April (2-4pm). This would enable the Council to clarify its responsibilities with regard to play equipment inspections.
- (c) Village Green – Most of the bulbs planted in the autumn were now flowering well and the snowdrops planted in February were also in flower. Crocuses had not done so well and could be supplemented with additional planting next autumn if necessary.
- (d) Highways Issues – In addition to the issue covered in 25/18 (above) the increase in heavy vehicles passing through the Village and posing a risk to the integrity of the bridge was noted. This was also to be raised with the County Council.
- (e) Windfarm Projects – The fund set up by RWE and administered by Norfolk Community Foundation had closed its initial request for projects but a further round was anticipated and Mr Sims was to contact Murphys to enquire. The on-going work to create access points along the route of the cable, which had involved a lot of tree removal, was noted.
- (f) Friends of Ingworth Church – the search for funding for repairs to the Church roof was on-going. Erpingham Parochial Church Council were seeking donations towards the cost of producing the Keeping In Touch Newsletter which is delivered free to all households in the Village. Dr Scott proposed a one-off donation of £50 which was seconded by Mr Clayden with all in agreement.
- (g) Website – this was being updated to ensure that the most recent documents had been uploaded.
- (h) SAM – see 25/18 above.

(i) National Trust Liaison – no recent contact

25/21 Policies

- (a) Financial Regulations – this had updated. It was approved by the Council and signed by the Chairman.
- (b) Statement of Internal Controls – the statement had been updated and was considered by members. It was agreed that the controls detailed in the revised statement were effective in ensuring the Council's finances were securely administered.

25/22 Finance Report -

- (a) The Cashbook and Bank Reconciliation as at 28th February had been circulated and was approved.
- (b) The following were authorised for payment:

Colin Studholme (Clerk) – Salary and Allowance	£151.99
NALC – Annual Subscription	£ 96.74
Amazon (re-imbursed to the Clerk) – Bin Labels	c£35.00
Keeping in Touch Newsletter – Donation	£ 50.00

25/23 Planning Matters – None.

25/24 Annual Parish Meeting – this had been scheduled for Friday 30th May at 6.30pm in St Lawrence Church. The same format as last year with the Chairman and Clerk giving updates and any other group/activity in the Village also welcome to contribute. It was agreed that the Parish Council would contribute up to £100 to cover the cost of refreshments.

25/25 Date of Next Meeting: WEDNESDAY 28th MAY 2025 at 7.00 pm in the Reading Room.

25/26 Close of Meeting – the Chairman closed the meeting at 8.50pm.

Signed: (Chairman). Date:

Colin Studholme

Clerk to the Council

13th March 2025