

MINUTES OF THE HONINGHAM PARISH COUNCIL

MEETING HELD ON

WEDNESDAY 9TH JULY AT 7:30pm

Councillors Present: Paul Blyth, Sally Blyth, Jules Dean and Ryan Harvey (Chair)

Members of the Public Present: 11

Clerk: Samantha Bromley

1. Apologies.

Apologies were received and accepted from Cllr B. Perrett (alternative commitment).

2. Minutes.

The minutes of the Parish Council Meeting, dated Wednesday 7th May 2025, were approved as a true and accurate record and signed by the Chair.

3. Declaration of Interest.

3.1. No pecuniary or non-pecuniary interest, on any subject on the agenda, was received.

3.2. No dispensation requests were received.

4. To receive updates on matters not elsewhere on the agenda.

4.1. The netting on the bridge and boardwalk on FP4 has been replaced with a much heavier mesh that will last longer. This was funded and actioned by Norfolk Ramblers.

4.2. An email has been sent to the local Beat Officer to make them aware of the ongoing parking issues in the village and seek advice on what can be done.

4.3. A letter has been written to the landowner regarding their overhanging trees, along Mattishall Road, which are obstructing visibility for residents waiting for the bus. The letter will be sent in the coming weeks once an address has been identified.

5. Correspondence.

5.1. Norwich Western Link: Proposed date for next Local Liaison Group meeting - Wednesday 23 July. Noted.

5.2. Gallifordtry: Notification regarding the Easton Roundabout as part of the A47 dualling scheme. Noted. – Cllr S. Blyth to attend.

5.3. Resident: Mill Lane. Noted.

6. Public Participation and Reports.

6.1. County Cllr Greg Peck was not present.

6.2. District Cllr Peter Bulman was not present.

6.3. The Police were not present.

6.4. Open forum for members of the public:

6.4.1. Another overgrown hedgerow was brought to the Council's attention. – Chair to contact landowner and Clerk to contact Highways to make them aware.

6.4.2. Concern was raised over the quantity of lighting proposed to be installed at the West End, Norwich Road junction in relation to the A47 Dualling Project.

6.4.3. It was noted that there is a manhole cover which is scheduled to be replaced. – Clerk to contact for an update.

6.4.4. It was noted that the Colton Road sign is broken. – Clerk to contact relevant authorities to repair.

7. Open Spaces.

7.1. To note the playground inspection report. DEFERRED.

7.2. It was noted that a traffic mirror was purchased for £26.99 +VAT and will be installed at the bottom of Hall Drive, on the land of Cllr P. Blyth and Cllr S. Blyth, to improve vision for

drivers exiting from the village hall.

8. Planning Matters.

- 8.1. To consider a consultee response to applications received from Broadland District Council:

8.1.1. 2024/1040 - Food Hub Site (Phase 2), Land North Of Church Lane Easton Norfolk - Phase two of Food Enterprise Park (South Norfolk). NO COMMENT.

- 8.2. To consider a consultee response to any other applications received from Broadland District Council after the publication of the agenda: None.

<https://www.southnorfolkandbroadland.gov.uk/planning-applications/find-planning-application>.

- 8.3. To receive notifications of decisions made by Broadland District Council:

8.3.1. 2024/3755 - Merryhill Country Park, Telegraph Hill, Honingham, Norfolk, NR95AT - Certificate of lawfulness (existing) for use of land as a mixed holiday & residential caravan site. Approval with no Conditions.

9. Financial & Governance Matters

- 9.1. Bank reconciliations for April, May and June 2025 were noted and signed by the Chair.
9.2. It was noted that the following payments were made in June:

Payee	Description	Method	Net	VAT	Gross
Staffing	Salary/Tax/Ni/WFHA	BACS	£406.58	£0.00	£406.58
ICO	Annual Subscription	DD	£47.00	£0.00	£47.00

- 9.3. It was RESOLVED to AGREE the following payments, proposed Cllr R. Harvey, seconded Cllr J. Dean:

Payee	Description	Method	Net	VAT	Gross
Staffing	Salary/Tax/Ni/WFHA	BACS	£406.58	£0.00	£406.58
E G Grounds Care Ltd	Grass Cutting (1107)	BACS	£125.00	£25.00	£150.00
E G Grounds Care Ltd	Grass Cutting (1106)	BACS	£125.00	£25.00	£150.00
E G Grounds Care Ltd	Grass Cutting (1032)	BACS	£125.00	£25.00	£150.00
E G Grounds Care Ltd	Grass Cutting (1031)	BACS	£125.00	£25.00	£150.00
E G Grounds Care Ltd	Grass Cutting (1030)	BACS	£125.00	£25.00	£150.00
Robin Goreham	Internal Audit	BACS	£70.00	£0.00	£70.00
Clear Insurance	Insurance 2025-26	BACS	£551.51	£0.00	£551.51
Simply Safety Group	Traffic Safety Mirror	BACS	£26.99	£5.40	£32.39
Clerk	Mileage	BACS	£46.80	£0.00	£46.80

10. Administration.

- 10.1. It was noted that the originally appointed internal auditor was no longer available to complete the audit, so the Clerk subsequently appointed Robin Goreham to ensure the deadline was met. The Council noted that the internal audit report was received.
- 10.2. It was noted that the Notice of Public Rights was displayed on Thursday 26th June 2025, stating that the Dates of the Period for the Exercise of Public Rights are from Friday 27th June 2025 to Thursday 7th August 2025.
- 10.3. The following bank mandate was agreed (V=View, A=Authorise, S=Submit):
- 10.3.1. Cllr R. Harvey – VAS. It was noted that the Chair shall only be authorised to submit payments in emergency circumstances where the Clerk is unable to do so.
- 10.3.2. Cllr S. Blyth – V. It was noted that Cllr S. Blyth shall be performing quarterly internal control checks.
- 10.3.3. Cllr P. Blyth – VA
- 10.3.4. Cllr J. Dean – VA

10.3.5. Cllr B. Perrett – VA

- 10.4. The asset register was reviewed and contents AGREED as an accurate record. It was AGREED for Councillors to undertake an inspection of the assets by 31st August 2025.

11. Members Matters

None.

12. Public Participation.

- 12.1. It was suggested for a traffic safety mirror to be placed at the top of Colton Road and Norwich Road Junction.

13. Items for the next meeting.

- 13.1. Concern was raised regarding the reoccurring parking of a road sweeper parking roadside in the parish, causing some obstructions.

14. Next meeting of the council.

The next meeting of the Council will be held on Wednesday 10th September 2025 at 7:30pm in the Honingham Village Hall.

A resolution was passed, under the Public Bodies (Admission to Meetings) Act 1960, to exclude members of the press and public for the following confidential items.

15. Play Park.

It was noted that three companies had been invited to submit proposals. One company had failed to provide the required information by the deadline, which was taken into account when considering the options. The remaining two submissions were discussed in detail. Following discussions, it was RESOLVED to AGREE to appoint Caloo as the preferred supplier. Councillors then reviewed the equipment choices and AGREED to replace the climber with CO 12-3003-X11 – Three Platform Multiplay with Spider Net in natural colours (green, brown, yellow) at the cost of £16,995.00 + VAT. Proposed Cllr R. Harvey, seconded Cllr S. Blyth.

Meeting closed: 8:27pm