



## ALDBOROUGH and THURGARTON PARISH COUNCIL

### MINUTES OF THE MEETING OF ALDBOROUGH AND THURGARTON PARISH COUNCIL

Held in the Community Centre Monday 7<sup>th</sup> July 2025

**Present:** D. Hooker (Chair) R. Gadsby (Vice-Chair) H. Hudson G. Fiske T. Hooker  
W. Murphy (Clerk) Cllr Toye  
1 member of the public

1. **Apologies for Absence** – Cllr Saul Penfold
2. **DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS**

None noted

3. **TO APPROVE THE MINUTES**

Minutes of the Annual Parish Council Meetings held on 19<sup>th</sup> May 2025 and the Extraordinary Parish Council Meeting on 16<sup>th</sup> June 2025 these had previously been circulated and were confirmed as a true record and both agreed by those present and signed by the Chairman.

4. **INFORMATION ON MATTERS ARISING**

Planning - The Chairman visited the site of the Planning Application PF/25/0973 and spoke to the parishioner living adjacent to the property referred to in the application. The parishioner expressed her satisfaction (after looking in details at the planned alterations to the neighbouring property) that these would not have an adverse impact on herself or her own property.

10.5 A Dispenser for bags for dog waste has been purchased together with a supply of bags. This will be affixed to the fence at the edge of the public bridleway in Margaret Lily Way in an effort to deter irresponsible owners not 'picking up' dog waste from the footpath.

5. **ADJOURNMENT OF THE MEETING FOR PUBLIC PARTICIPATION**

A parishioner raised the issue of the bollards (corner opp P.H.) under a Scheme which has been funded and is to be installed by Norfolk County Council Highways. The Chairman confirmed that he has been 'chasing' this issue for over 12 months with emails and phone call – Cllr John Toye suggested we mention this to our MP Stef Aquerone when he visits the village shortly.

6. **REPORTS**

Cllr John Toye updated the meeting – an Eco Learning Space has received funding for Holt Country Park. NNDC have set their budget and the council's finances are in a healthy position.

Cllr Toye had been given information about delay in bin collection which might affect Aldborough.

A question about availability of Grants that Aldborough & Thurgarton PC might be able to access, Cllr Toye will contact Catherine Wedge-Clarke and ask her to get in touch with us.



## 7. FINANCE AND REGULATORY

Invoices approved for payment:

Aldborough Community Centre for hire of rooms 16<sup>th</sup> June and 19<sup>th</sup> May 2025

Dog Bin and Litter Bin emptying - £786.24 (incl VAT)

David Hudson (maintenance of Wine Press) - £240.00

ROSPA – (Risk Assessment of Playground) - £115.20

TT Jones (maint. July/Aug/Sept) - £52.48

- 7.1 SAM 2 – SAM 3 (updated) might be better option for A&T and includes solar charging and blue-tooth – the cost is £4,445. Wendy Murphy will contact Cllr Saul Penfold who indicated he might be able to contribute to funding this. **(Action WM)**.

## 8. THE GREEN

### 8.1 Highways Partnership update

Update as given under Public Participation re bollards.

The Chairman had requested an indicative cost from a Contractor for the renovation of the Green adjacent to Second Slip Cottage (damage caused by car parking) - likely cost £80 per square metre. Total cost between £3,200-£4,800. All agreed cost prohibitive at this time.

- 8.2 Play Area, Village Sign and other Assets – new nest swing has been fitted. ROSPA have completed their Annual inspection of the Playground. The Inspection Report needs to be worked through. **(Action GF)**  
Village Sign - needs maintenance. All agreed to contact artist to get advice about maintenance. **(Action RG)**  
Benches – general checking for any maintenance and re-oiling when necessary **(Action DH)**. The bench in memory of Billy Hammond has been repaired by his family.

- 8.3. Wildflower Area – The Risk Assessment has been reviewed and copies were circulated to the meeting. The updated Risk Assessment will be posted on A&T website **(Action WM)**. Plans are in progress for cutting the meadow areas and removing grass. A quote is being requested for this for next year in the event that the low number of volunteers continues to be a problem – current group are ageing! This will need to be added to the Precept for the next financial year. **(Action TH)**  
Poplar Tree by Pond – photographs and email sent to Tree Surgeon who undertook pollarding in early 2024. Response – a number of reports of trees failing in the current climatic conditions. Decision will need to be made regarding removal/and or replacement at some stage.

## 9. PLANNING

- 9.1 PF/22/1536 – An amendment to an existing planning application. No objections were raised, but Clerk was Asked to respond giving comment about Parish Council's policy on Bio-Diversity and possible risk of light pollution with changes to the existing building and it's impact on local wildlife. **(Action WM)**

## 10. PARISH MATTERS

- 10.1 Parking – Meeting to be agreed between police/Alby & Thwaite PC/Highways to look at possible ways to stop parents parking on both the footpath and the gate entrances by the bridge - possible dates in August which will enable plan to be put together ready for new intake and September term. It is not illegal to park on footpaths but there is a safety/sightline issue, signage and bollards might prove a deterrent as parking/reversing into road access is unsafe **(Action GF)**.

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Mrs W Murphy Parish Clerk

Email AldboroughandThurgartonclerk@gmail.com



- 10.2 Emergency Plan – this needs updating and stakeholders should be included in this. Meeting to be arranged.  
(Action RF). Possible article/form in next Newsletter (autumn) to identify those who might help or need help in an Emergency. Date protection requirements discussed.
- 10.3 Village Fayre - comprehensive Report on Fayre attached (HH)
- 10.4 Parish Clerk - Wendy Murphy our current Clerk has given her resignation and recruitment for a new Clerk begins. To ensure that Council business is in order before she leaves, members of Parish Council will take on additional tasks to ensure a smooth transition.
- 11. TO DEAL WITH CORRESPONDENCE**
- 11.1 Letter from parishioner asking for details of our gardening contractor as there was some damage to his parked car following the most recent cut of Green. (WM dealing)
- 12. TO NOTE ITEMS FOR INFORMATION/FUTURE AGENDA. ANY OTHER ITEMS TO BE RECEIVED BY THE CLERK 7 DAYS BEFORE THE AGENDA IS ISSUED**
- 13. CONFIRM DATE AND TIME OF NEXT MEETING**

**Monday 8<sup>th</sup> September 2025 7pm Aldborough Community Centre**

**Meeting closed 20.46pm**

ALDBOROUGH and THURGARTON PARISH COUNCIL  
Mrs W Murphy, Parish Clerk  
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