



Meeting Date: Tuesday 12th May 2025 **Location:** The Village Hall, Stibbard

Minutes of the Annual Parish Council meeting held on the above date and venue.

Present:	Also present:
• Cllr Bill Aldridge • Cllr Colin Clayton • Cllr Stephen Coomber • Cllr Tony Hender • Cllr Steve Mayes	• Nea Horsford – Clerk • 6 members of the general public • Cllr Mike Hankins

- 1. Election of chair for 2025/2026** the whole council **AGREED** to elect Cllr Bill Aldridge as chair and Cllr Aldridge signed the Declaration of Acceptance of Office
- 2. Election of vice chair for 2025/2026** the whole council **AGREED** to elect Cllr Tony Hender as vice chair.
- 3. To receive apologies and reasons for absence** It was noted that Cllr Stefan Aquarone was absent.
- 4. To receive declarations of interest and consider any requests for dispensations** None received
- 5. To approve the minutes of the Parish Council meeting held on the 10th March 2025** Parish council **APPROVED** the minutes and the chair signed them as a true and accurate record.
- 6. Update from District and County Councillors**
 - 6.1** Cllr Aquarone's report is available on the website.
 - 6.2** Cllr Hankin noted he was impressed with the attendance for the village APM. His report is available on the website.
- 7. Public Participation**

There were no questions from the public
- 8. To agree the appointment of a councillor onto the Stibbard Village Hall Committee** the whole council **AGREED** that Cllr Tony Hender should represent the parish council.

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9. To consider bank signatories it was **AGREED** that Cllr Hender was to become a bank signatory and the clerk handed him the forms to return to Barclays Bank.

10. To discuss any planning applications received or approved since the last meeting.

PF/25/0259 The Wain, Bells Lane, NR21 0EW demolition of barn and erection of garage / workshop / storage building.

PF/25/0061 Churchland Cottage, Fulmodeston Road, NR21 0LT conversion and extension of attached garage to provide additional living space, and erection of detached carport and storage.

It was **AGREED** that Cllr Aldridge, Cllr Coomber, Cllr Mayes and Cllr Clayton would be on the Planning Committee on behalf of the parish council.

11. Finance

11.1 To note the bank reconciliation (seen in advance) **NOTED**.

11.2 To note the year-to-date V budget (seen in advance) **NOTED**.

11.3 To agree and note the payment list (seen in advance) **AGREED** and **NOTED**.

12. To agree the three-year lease of Stibbard Glebe (playing field) and agree who will be making the Declaration on behalf of Stibbard Parish Council.

The lease was **AGREED**. **ACTION** The clerk to contact the Diocese, request original Lease to sign, and ask for an update on fencing.

13. To receive updates on the following:

13.1 Village sign brick plinth and plaque from Cllr Aldridge still hadn't received an estimate from Buntings, so it was **AGREED** to proceed with Eckett Construction. **ACTION** Cllr Clayton to request an extra couple of courses of brick for the agreed price of £975.

13.2 Playground Fencing the Diocese have sent a letter to the resident responsible for the fencing, but have not had a response. It has now been over two years that the parish council have raised concerns regarding safety in the park and deterring people parking on the middle field.

13.3 Speed gates the deposit has been paid. **ACTION** clerk to chase an installation date.

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13.4 Website and emails Cllr Hender **AGREED** to try again to set his emails up.

14. To agree and authorise ROSPA to conduct the inspection of the playground in June.

It was **AGREED** ROSPA are to conduct the inspection in June.

15. Policies for approval.

15.1 IT Policy AGREED.

15.2 Financial Regulations AGREED.

16. To receive an update from Cllr Coomber and Cllr Clayton on the Biodiversity Policy and agree an action.

Cllr Coomber and Cllr Clayton stated they would like to produce a document that outlines the parish boundaries and the flora and fauna within it. **ACTION** clerk to find a map with the boundaries stated.

17. To discuss and agree on a statue or planter for the newly renovated war memorial with an action plan to finance it. To discuss the maintenance of the flower bed behind the war memorial.

The Parochial Trust has offered help to finance another statue. Cllr Coomber felt the parish council should look at other possibilities for a statue or something. **ACTION** Cllr Coomber to find some ideas and report back, the clerk to ask Tops Garden Services for a quote to maintain the flower bed behind the war memorial.

18. To discuss the amount of litter in the village, and Cllr Coomber to give an update on the litter pick and discuss and agree the implementation of bins, and a quarterly clean at the bus stops on the A1067. To discuss the repair of the bus stop windows.

It was **AGREED** the litter pick would be on the 14th June 2025. **ACTION** clerk to do a risk assessment. It was **AGREED** to consider Perspex windows on the bus stop and to look at budgeting bins at the bus stop next financial year. **ACTION** clerk to obtain quotes for both.

19. Items that have arisen since the publication of the agenda – for information only, to be included on the next agenda.

None.

20. To note the date for the next meeting on Monday 23rd June 2025 at 7pm to sign off the AGAR and receive the year end accounts.

NOTED.

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