

CORPUSTY & SAXTHORPE PARISH COUNCIL

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Clerk to the Council;
Amanda Yacoubian
Mulberry House, The Green
Edgefield, Norfolk, NR24 2AL

Minutes of Corpusty & Saxthorpe Parish Council Meeting held on Wednesday 12th March 2025 at 7:30pm, in Corpusty & Saxthorpe Village Centre.

Present Cllr Guy Hodgson (GH) Chair
 Cllr Caroline Randell (CR)
 Cllr Lesley Last (LL)
 Cllr John Birchall (JB)
 Cllr Marty Jacobs (MJ)
 Cllr Stephen Fenny (SF) Vice Chair
 Cllr Pete Jones (JB)

No members of the Public

2025/20 **To consider accepting apologies for absence** – Cllr Imogen Waterson –
apologies accepted

2025/21 **To consider co-option to fill a vacancy** - none

2025/22 **To record declarations of interest in items on the agenda and requests for
dispensation** - none

2025/23 **To approve minutes of the meeting held on 15th January 2025** - Minutes
were approved, Proposed Cllr SF, Seconded Cllr CR, ALL AGREED

2025/24 **To report progress on items not on the agenda from the last meeting**
Footpaths – Work in Progress – refer item 2025/30
Empty Houses – No progress, Cllr A Brown to look into this
Portocabin opposite Locks Farm – Clerk to chase
School representation – None currently

2025/25 **OPEN FORUM (as per Standing Order 3e Public participation will be for a
maximum of 15 minutes)** – none present

2025/26 **To receive updates from individual council members (for information only)**
– Report received from Cllr CR regarding the Village Hall.

2025/27 **To note updates from Norfolk Constabulary, Village Hall Committee, County Councillor and District Councillor** – Refer to website for full report from Cllr A Brown District Councillor

2025/28 **Planning** – Cllr JB mentioned that there are new looking containers at Prospect Point visible from the footpath . Cllr JB will send photos to Cllr A Brown who will advise whether investigation is warranted.

2025/29 **Finance**

- (i) To approve the monthly financial statement, bank reconciliation and cash book. These were emailed to Cllrs on 1st March 2025 – Proposed Cllr PJ, Seconded Cllr LL – ALL AGREED. Bank Reconciliation signed by Cllr GH.
- (ii) To approve the following retrospective payments & acknowledge receipts

Payments

23/01/2025 HMRC PAYE	PAYE	£127.00
27/01/2025 Npower	Street Lighting	£153.98
29/01/2025 Countrystyle recycling	Bottle Bank	£48.00
31/01/2025 Unity Trust	service charge	£6.00
03/02/2025 A Yacoubian	Clerk salary January	£499.04
03/02/2025 Cozens	Street Lighting	£216.00
03/02/2025 A Yacoubian	Laserjet Printer (1/3 of £187.00)	£62.33
06/02/2025 Croft Castings	Private Land Sign	£210.00
26/02/2025 Npower	Street Lighting	£164.20
27/02/2025 Land registry	Old Village Hall	£14.00
27/02/2025 I Waterson	Hedging for allotments	£300.00
28/02/2025 A Yacoubian	Clerk salary February	£498.84
28/02/2025 Unity Trust	Service charge	£6.00

Receipts - none

Proposed Cllr JB, Seconded Cllr SJ, ALL AGREED

2025/30

Highways Matters – Adams Lane – Further correspondence has been received from Highways, Cllr GH has drafted a response which has been forwarded to all Councillors before the meeting. It was agreed to issue the correspondence. Proposed Cllr LL, Seconded Cllr PJ- ALL AGREED

Footpath Audit – This has been completed and will be submitted to Highways to take action, Proposed Cllr JB, seconded Cllr MJ = ALL AGREED

All the other highways issues - These have been outstanding for a considerable amount of time and seem to have stalled again, Cllr GH to arrange a meeting with Cllr Callum Ringer to follow up.

Cars parked outside the school – There is nothing the Parish Council can do about this issue, although it was observed that the parked cars were likely to have a calming effect on traffic. Those concerned could raise their concerns with the police.

2025/31 **Village Hall** – Old Station Building Funding/Grant – It was agreed to award the funds from the recycling bottle bank to the project. ALL AGREED

2025/32 **Land registry** – Following receipt of a schedule of documents relating to the old village hall held by Clapham & Collinge, solicitors, enquiry has been made of that firm to establish whether it holds the deeds to the various parcels of land owned by the C&SPC, as it acted on their first registration. Clapham & Collinge have confirmed that they do hold such deeds. They have been asked to provide a schedule of these deeds. Separately, so that the village hall trustees could establish that they hold an insurable interest in the new village hall, office copy entries of the parish council's title over that property have been obtained. In order that the parish council can establish ownership to the other parcels of land that it owns, it was proposed that the clerk should obtain from the land registry office copies entries of these and that "alerts" to the clerk's email address should be registered for all title numbers, to include the land on which the new village hall sits. ALL AGREED

2025/33 **Little London Allotments** – The site has been cleared and the hedge has been replanted however there remains a large pile of rubbish. The next step is to burn the piles left by the contractor and then remove the rubbish that has not burnt. There will be the need to hire a skip. Cllr LL has drawn up a plan for the new layout, which will include, to the east of the Doys' allotments, one long allotment and three smaller ones. Save for the long allotment, which has a keen prospective tenant seeking early access, they will not be available until 2026. Once the weeds have grown again, the land will be treated with herbicide. Niven Last has volunteered to undertake this task when the weather conditions are suitable, for which the parish council is grateful. It was agreed that a skip should be hired when the remaining rubbish is ready to be removed. Proposed MJ, Seconded SF – ALL AGREED.

2025/34 **SAM2** – It was proposed that the SAM2 should principally be sited on the B1149 opposite the garage, operating sequentially in both directions. It was mentioned that the trees will need to be cut back. Cllr PJ will train Cllrs GH and SF in the use of the SAM2, following which they will coordinate its management. ALL AGREED.

- 2025/35 **Parking, signage, removal of tree stump and reprofiling to allow for mowing on The Green opposite the Dukes Head** – It was decided accept the quotation of Avant Agri Services for these works. Sawn hardwood posts are the preferred option. The clerk will ask Avant Agri Services to proceed, Proposed Cllr JB, seconded Cllr SF – ALL AGREED
- 2025/36 **Fencing at the edge of The Green between Bloomfield House and the western edge of The Green** – Details of quotes were circulated before the meeting. It was decided to proceed with Norfolk Estate Fencing. Proposed Cllr MJ, seconded Cllr JB – ALL AGREED
- 2025/37 **Grass Cutting** – Quotes have been received and reviewed. It was decided to accept the quotation of BC Landscapes for 2025, to commence with immediate effect. Proposed Cllr SF, seconded Cllr JB. ALL AGREED
- 2025/38 **Clerks report –**
Unity Trust Mandate, mandate signed to update key contact email address
Policies – Internal Control, Risk Management, Asset Register, Asset Register Policy – ALL AGREED
NCC re application to correct registration of the Village Green – This is still in progress
Street Light near Potters Field – Cllr GH will chase owner of the house as the tree needs cutting back.
Litter pick posters - Clerk to action
- 2025/39 **To close the meeting and confirm date of next meeting – 14th May 2025**

Meeting ended at 20.57 hrs

Signed..... Date.....