

SMALLBURGH PARISH COUNCIL

Minutes of the Parish Council Meeting held on the 10th March 2026 in Smallburgh Village Hall, commencing at 7:45pm

Present: Mr Anthony Irwin (chair) Mr C Dean, Mr K Wilby, Mr T Hardingham, Mrs A Cousins and Mrs A Holmes

Apologies: Cllr J Cavanagh and Charlotte Drew parish Clerk - accepted

In attendance: Cllr N Dixon (NCC and NNDC)

1. TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE
Apologies were received from the clerk and Cllr J Cavanagh.
2. TO APPROVE THE MINUTES OF THE LAST MEETING
The minutes of the Parish Council Meeting dated 10th February were approved and signed.
3. MATTERS ARISING
All ongoing items covered on the agenda.
4. TO RECEIVE DECLARATIONS OF INTEREST IN RESPECT OF THE CURRENT AGENDA – none declared
5. PUBLIC PARTICIPATION, COUNTY & DISTRICT COUNCILLOR & POLICE REPORT – no members of the public in attendance.
 - a) Report from Cllr Nigel Dixon –
Local Govt reorganisation - Nigel Dixon attended and updated the parish council on the changes to the planned election timetable. The first round will be held on the 7th May 2026. If local government changes go ahead there will be a second election in 2027 and another in 2028, with a General election in 2029.
 We should know the preferred local govt models for each of the counties in 2026 and this will shape the election in 2027.
The sale of Norse Care is still in Due Diligence and final decisions may be left for the new administration.
The Worstead estate wedding venue is still using the original western entrance and exit, new signage is planned to then change the access.
Dropped Kerbs project for the village hall entrance and the garage has been investigated by Nigel Dixon and the work will be completed and he is advised that whilst costs have increased the PC should not be charged any additional money. An email has been received to indicate the timeline for this work as Quarter 1 of the new financial year.
The canoe man sign was raised as still in position on the A149 and needs to be moved. This is in breach of our local policy and planning criteria around advertising material and a potential distraction for drivers. – Clerk to chase a response from Highways.
The posts are still in place on the side of the road on Union road. It was felt that everything is taking far too long , Highways staff are stretched with competing priorities.
6. CORRESPONDENCE
 - a) To note email from Highways re dropped curb project.- **noted**
 - b) To note email from Broads Authority re Local Plan – **noted****All correspondence** had been emailed to councillors

8. FINANCIAL AND ADMINISTRATION

- a) To Review Monthly budget report – **reviewed and noted**
- b) To Review Bank Reconciliation – **clerk is unwell and so no bank reconciliation possible. Chris to liaise with clerk re audit and any outstanding payments which need to be made.**

9. INVOICES TO APPROVE FOR PAYMENTS

- a) Parish Clerks salary (March) 265.37

Total payments £ 265.37

Payment agreed - Chris Proposed and Alison seconded.

10. HIGHWAYS ISSUES

- a) Potholes are still an issue.
- b) The issue of the canoe man sign remains present. **Action Clerk to enquire again with Highways .**

11. PLANNING MATTERS

- a) Applications for consideration: None
- b) Notifications: None
- c) Outstanding: None
- d) Applications received after the agenda has been published: PF/26/0308 | Holly House, Church Road, Smallburgh, Norwich, Norfolk, NR12 9NB | Reconstruction of dwelling used for holiday let following a severe fire damage – This application was discussed and all agreed to support the application. **Action Clerk to put this response on the planning system.**

12. LOCAL GOVERNMENT REFORM

Discussed above

13. ITEMS FOR REPORTING FOR FUTURE MEETING

- a) Dog fouling at r the Staithe - Possible approach to the holiday lets to see if they can sort out their own dig bins. Tony to follow up with the owner of the holiday lets in the meantime with PC support. Cllrs all agreed that this was helpful and supported the proposal for Tony to have a chat.
Next Meeting 14th April at 7.45pm

Signed:

Chairman

Date: