

HARPLEY PARISH COUNCIL

Minutes of Parish Council meeting held on Thursday 2nd October 2025 at the Village Hall

Present: Cllr Case (Chairman), Cllr Steed, Cllr Pocklington & Cllr Edwards

Also present, Michelle Wroth (Parish Clerk) and 1 member of the public

1. Declarations of Interest (025/49)

- a) To receive declarations of interest - None

2. Apologies for Absence (025/50)

- a) To receive apologies for absence - None

3. Minutes (025/51)

a) To consider approving minutes of the meeting held on 31st July 2025

The minutes of the meeting held on 31st July, having been previously circulated, were accepted as a true record and duly signed

4. Public Participation (025/52)

- a) To receive comments and questions from Members of the Public

5. To receive reports (025/53)

- a) County Councillor – report received prior to meeting and shared with Councillors
b) Borough Councillor – report received prior to meeting and shared with Councillors

6. Planning (025/54)

- a) Consider Planning Application(s): None at time of publication
b) Consideration of applications arriving after publication of agenda - None
c) Other Planning matters, including recent decisions
To note that the Change of Use application for Rowan House is going to appeal.

7. Finance (025/55)

- a) Consider Payments to be made – all agreed; decision carried

Name	Description	Gross
Nurture Landscape Ltd	Ground Maintenance – July	185.69
Nurture Landscape Ltd	Ground Maintenance – August	185.69
Salaries	Salaries (September)	385.21
Unity Trust	Service Charge – July	6.00
Expenses	Clerk Expenses August to October	37.20
Salaries	Salaries (October)	334.68
Unity Trust	Service Charge – August	6.00
HMRC	PAYE	0.20

- b) To note receipts - None

- c) Bank Reconciliation at 31.08.25 – Reserves of £7,171.48 - Noted

8. Other items for consideration (025/56)

- a) Telephone Kiosk – discuss and decide on next steps. Cllr Edwards suggested that the kiosk could have a map which shows the footpaths in and around the

parish. An item will be placed on the website and noticeboard asking for parishioners to contact the Clerk with ideas of how the kiosk could be used going forward.

- b) The posts in front of the footpath map require replacing – consider next steps – Cllr Case to contact contractor to ask for these to be re-installed
- c) Update and next steps for the replacement footpath map – Cllr Case had produced a map which was shown to Cllrs and public. He will arrange for it to be printed and laminated. This will replace the old map currently at the bottom of Brick Lane
- d) Defibrillator – The defibrillator was used 12/09/25 but not returned to the cabinet – discuss and decide on next steps – The defibrillator is currently at the Ambulance station in Kings Lynn after being used. Cllr Steed will collect the unit; a new battery is required and 2 sets of pads. Cllr Steed proposed, Cllr Case seconded that the Clerk could order replacements. – decision carried

9. Correspondences (025/57)

- a) NCC Partnership Scheme 26/27 applications – Cllrs will contact the Clerk if they have suggestions so quotes can be obtained ahead of the November meeting
- b) Letter of Support East Rudham Parish Council – Inflatable Chair – Cllr Case proposed that in principle support be provided, Cllr Steed seconded – all in favour
- c) Operation Radium – Request for Support with Trigger Plan – Cllr Case proposed that the parish council support this initiative, Cllr Pocklington seconded – all in favour decision carried
- d) Donation request for the Great Massingham Area Community Car Scheme – Cllr Case proposed a donation of £250, Cllr Pocklington seconded – decision carried
- e) Email regarding the proposal of Wyld Cabins on Houghton Hall Estate – No action required – the consultants will attend the November meeting to provide a presentation on the proposal
- f) OneNorfolk OneCouncil – Local Government Reorganisation received from NCC – Noted no further action

10. Other items for discussion (025/58)

- a) Matters raised by Cllrs – for discussion only
- b) Receive future agenda items

11. Next meeting (025/59)

- a) To confirm the next meeting as at 7pm in the Village Hall, on Thursday 27th November 2025

Meeting closed at 7.40pm