

MINUTES OF THE MEETING OF SCOULTON PARISH COUNCIL HELD ON 4th SEPTEMBER 2025 AT 7:32 PM IN THE VILLAGE HALL

Present: Cllrs Andrew Shingfield (AS), Nigel Webster (NW) Nadia Mobbs (NM), Penny Bell (PB), and Mark Brown (MB)

In attendance: Laurie Shepherd (Clerk), and DC Helen Crane and Pete Bate

OPEN FORUM

Nothing raised

1. Apologies

Cllr. Colin Spinks and Kevin Stevens

2. To declare interests on items appearing on the agenda

None

3. Reports from County and District Councillors

DC Helen Crane and Pete Bate sent their reports to the clerk. They were circulated prior to the meeting and will be posted to the website. Cllr. PB asked what the reports cover. DC Pete Bate replied that their reports are a compilation of comments on meetings held within Breckland District Council.

4. To accept and sign the minutes of the Parish Council meeting held in July 10th, 2025

The minutes of the meeting held on July 10th, 2025 had been circulated prior to the meeting. They were proposed as accepted by Cllr. MB, seconded by Cllr. NW and approved unanimously by those present at the meeting. Chairman AS signed the minutes as accurate.

5. Matters arising not on the minutes, for information only

Nothing raised

6. Correspondence:

- Clerk's report is attached to the minutes. There was a discussion over the bus shelter project and what needs to be done to clear the area and qualify for the grant.

7. Planning

REFERENCE PROPOSAL	FUL/2024/0052 Extraction of sand and gravel, and importation of inert material to achieve a beneficial restoration of the site, together with the continued operation of processing plant and associated infrastructure
APPLICANT LOCATION	Mick George Ltd Carbrooke Quarry, Land of Mill Lane, Thetford IP25 6TD
REFERENCE PROPOSAL	FUL/2025/0016 Non-compliance with conditions 1 (time limit), 2 (approved plans/documents), 3 (phasing and infilling), 20 (soils) and 24 (landscaping) of permission reference FUL/2022/0012 to allow to Extend the time limit, Amended Phasing and Infilling, Soil handling, Restoration/ Landscaping and Associated Details.
APPLICANT LOCATION	Mick George Ltd Carbrooke Quarry, Summer Lane, Carbrooke, Thetford, Norfolk IP25 6TJ
REFERENCE PROPOSAL	FUL/2025/0017 Non-compliance with conditions 1 (time limit), 2 (approved plans/documents), 3 (phasing and infilling), 18 (soils) and 22 (landscaping) of permission reference FUL/2022/0011 to allow to Extend the time limit, Amended Phasing and infilling, Soil handling, Restoration/Landscaping and Associated Details.:
APPLICANT LOCATION	Mick George Ltd. Carbrooke Quarry, Summer Lane, Carbrooke, Thetford, Norfolk IP25 6TJ
REFERENCE	PL/2025/1155/HOU

PROPOSAL	Demolition of existing out-building & garage and erection of single storey extension to form family room, study & swim spa and erection of garage (Front elevation)
APPLICANT	Mr. and Mrs. Andrew & Sheila Herbert
LOCATION	Mere Farm House Back Lane, Scoulton

The Parish Council supports this application

REFERENCE	FUL/2025/0018
PROPOSAL	Non-compliance with condition 1 (time limit) of permission reference FUL/2022/0013 to allow for an amended date to cease works and restore the site.
APPLICANT	Mick George Ltd.
LOCATION	Carbrooke Quarry, Summer Lane, Carbrooke, Thetford, Norfolk IP25 6TJ

8. Update on the bench installation

There was a discussion over the location of where the bench will be installed. There are trees/hedges causing obstruction on the concrete pad. Cllr. PB informed the council that the house nearest to the hedge has been sold subject to contract and the owner will most likely cut the offending hedge back. The Parish Council has no objection to the landowner cutting back the hedge on both sides.

9. Update on Bus Shelter

Discussed in Clerk's report on the website. Clerk to action grant application and quotes.

10. To discuss ways to lower paper consumption as a Parish Council

There was a discussion on how to lower paper consumption. Cllr PB suggested putting links to forms on the website and printing off fewer agendas. Clerk to action.

11. To discuss the Parish Council Website and decide on necessary action

There was a discussion on the many updates that need to occur on the website. The Village News hasn't been up in recent years and there needs to be a page for new Councillors. Cllr. NM suggested posting highways updates with road closures and Cllr. PB suggested having a "website hit" icon. Clerk to action updating the entire website with the collaboration of Cllr. PB.

12. Update on the Crematorium Sign

There was a discussion over moving the sign due to repeated issues with visitors getting lost. While moving the sign doesn't mean directional issues would cease, it could help. Cllr. NW proposed to put a sign near Back Lane, seconded by Cllr PB and approved by all. Clerk to send a request to Highways for approval. Chairman AS to liaise with the Crematorium contact.

13. To discuss and decide if Scoulton Parish Council wish to add two Councillors to Online Banking to allow for dual signing off of payments

There was a discussion over adding dual signatories for payments. Chairman AS proposed to add Cllr. Nadia Mobbs to the mandate as a signatory and online banking access. Seconded by Cllr. PB and approved unanimously. Clerk to action.

14. Footpaths

Nothing new. Item to come off from the agenda.

15. Any Village and Highways Issues

Village Sign – The sleepers are in bad condition but the post is still in good nick. Chairman AS proposed he take away the sleepers and spread the soil, seconded by Cllr. NM and approved unanimously.

The bin in the bus shelter is still being maintained

Paper bin has been full of awhile now as Breckland have ceased this service. Cllr. NW to speak to a resident about removing the bin. Clerk to speak to Breckland about this as well.

16. Finance:

- To note the following receipts
 - None
- To approve payments now due: July and August

• Bank Service Charge (July/August)	£	8.50
• Hall Hire 10 th of July	£	20.00
• Grass Cutting (A Webster - July)	£	90.00

• Clerk Backpay - July	£	30.59
• Grass Cutting (A Webster – August)	£	90.00
• Clerk's expenses – August/September	£	25.90

Received and noted by all

17. Items for the next agenda

Bus Shelter Update
Bench Update
Crematorium Sign update
Highways Updates
Bank update
Meeting dates for 2026
Budget

18. Date of next meetings: 6 November 2025 at 7:45pm

There was a discussion over DC Pete Bate's report and its content and whether it should be posted on the website. Cllr. NM proposed to put a note on the website stating that DC PB report is available upon request. Seconded by Chairman AS. 4 FOR/1 ABSTAIN Motion carried. Cllr. PB would like the minutes to reflect that she does not agree with this decision as she deems the report unprofessional.

19. To approve a motion to exclude the press and public for the next item as their presence would be prejudicial to public interest due to the confidential nature. In accordance with Public Bodies (Admissions to Meetings) Act 1960 s1 (2) - Chair

Cllr. MB proposed to approve the motion. Seconded by Cllr. NW and approved unanimously.

20. To discuss annual appraisal and consider annual salary review for the Clerk

A decision was taken. Chairman AS to inform the Clerk of decision.

Meeting closed at 20:12