



Helhoughton Parish Council

Meeting Minutes

Monday 10 March 2025.

Parish Councillors present: Tim Harris (Chairman), Sean Millard (Vice Chairman), Paul Flint, Tim Pinkstone, Mel Lacey-Freeman, Ursula Price-Moss and Tom FitzPatrick (County Councillor). Also in attendance: Jodie Bond (Parish Clerk). There were 2 members of the public present.

1. Welcome and receive apologies for absence

The Chairman welcomed those present. There were no apologies received.

2. To receive declarations of interest in items on the agenda and consider any requests for dispensations

Cllr Lacey-Freeman abstained from participation in item 9.2.

3. To approve the minutes of the meetings held on 13 January

The minutes were approved without amendment and signed by the Chairman as a correct record.

4. To report progress on items not on the agenda from the last meeting

Dog fouling signage has been sited in the village and a polite reminder published in the last newsletter asking people to clean up after their dogs.

5. To receive reports from NCC Cllr & NNDC Cllr, if attending

County Cllr Fitzpatrick's report is published on our website www.helhoughtonpc.info, which included information regarding the local government reform, the youth strategy campaign and digital Norfolk.

Cllr Millard raised an issue with some over filled potholes, the Chairman advised that these have been flagged up to the Highways Inspector and photos sent. The over filling is as bad as the hole and the contractors should be held responsible for their standard of work.

6. Open forum for Public Participation: an opportunity to hear from members of the public

There were no comments.

7. To receive updates from councillors & working group members

7.1 Update from the Friends of Helhoughton Playground

It was noted that the team are waiting for good weather before any work begins.

Clerk to request that grass contractor cuts the play area grass as short as possible.

7.2 To receive SAM2 data report

Cllr Harris reported as follows:-

The average speed was 22mph

88% of drivers were recorded at 30mph or less

Highest speed registered was 75mph

Of drivers recorded at over 30mph the average speed was 33mph so most speeding was not very significantly above the limit.

7.3 Helhoughton Cemetery & Church yard report

AOT have quoted £625 + VAT for 50 R Signs or £247.80 + vat for 10 signs. Following discussion, the Council RESOLVED to order 10 signs. Clerk to action.

7.3.1 Receive update on churchyard clearing

It was noted that three sessions have been completed a further visit is scheduled for the autumn and the bird boxes have been put up. Cllr Kit-Price also reported that some of the gravestones appear to be a bit worn and dishevelled. Councillors noted that the gravestone maintenance is the responsibility of the family members.

7.3.2 Consider pest control for the mole problem in cemetery

Bracken Pest Control have quoted £195 for initial clear plus £365 per 12-month period.

Chairman asked whether this would include play area. Clerk to enquire and also obtain a second quote for consideration.

7.4 Church Hall Committee report

Cllr Millard reported that the AGM is planned within the next few weeks.

7.5 Solar Fund Committee report

Three applications were received and discussed at the last meeting. A social /community hub, Ceilidh dance and the church boundary wall repairs. A financial report has been submitted to the management company and the next tranche of monies is expected in May /June.

8. Open Spaces

8.1 Discuss public footpath issues

A member of the public raised concerns about chicken wire covering which has come off the footpath across the meadow. The Chairman has contacted the Estate, who confirmed that this is in hand.

Two Footpath signs have collapsed which the Chairman has reported to Highways and NNDC.

An enquiry had been made regarding road sweepers along the Raynham Road, however the Chairman advised that due to there not being a curb it is not something the road sweeper lorry can clean and Highways do not have solution for cleaning it.

Cllr Millard will advise members of the public to report mud on road directly via the NCC Highways website.

8.2 To arrange a Defibrillator Awareness Session

A date will be proposed and once agreed the Clerk will confirm the booking with CHT. It was agreed to share the event with Raynham Parish Council and the parishioners of Raynham and therefore split the cost.

9. Planning Matters

9.1 To receive results of applications

PF/22/1584 | Site To East Of The Common, North Of Helhoughton Settlement,
Change of use of agricultural building (with extant permission ref. PU/21/3029 to convert to a dwelling)
with extensions and external alterations to form a single dwelling
NNDC decision – APPROVED

PF/23/0628 | Raynham Estate , The Lake , Harlands Road
Erection of 9 boathouse/lodges for use as holiday accommodation, access routes and use of existing
barn for parking and cycle storage; landscape, woodland and ecological management and
landscaping. PC comment –SUPPORT | DC decision - PENDING

PF/24/1122 - Paxfield Farm, Paxfield Road
Erection of agricultural workers dwelling
PC comment – NEUTRAL – DC decision - PENDING

9.2 To receive and consider new applications

PF/24/2718 | Rose Bank, Raynham Road, Helhoughton, Fakenham, Norfolk, NR21 7BQ
Demolition of dwelling and erection of replacement dwelling and garage (self-build)
PC comment - NEUTRAL
PF/24/1122 | Paxfield Farm, Paxfield Road, Helhoughton,
Erection of agricultural workers dwelling (self build) – Amended Plans
PC comment – Remain NEUTRAL

10. To receive and consider any correspondence

Barclays Bank – Letter advising of interest rates decreasing.

11. Financial matters

The payroll agent fee is due to increase to £75 per year from 1st April. The Council APROVED to accept the increase fee.

11.1 To approve the bank reconciliation and payment of accounts list

The Council RESOLVED to approve the bank reconciliation and payments list (below)

Payments

Clerk	Salary (Mar)	159.59
HMRC	PAYE	13.60
K&M Lighting	Street Light Maintenance	22.18
Sculthorpe PC	Clerk Exps	27.66
NALC	Subscription	145.90
Clerk	Wix Website Renewal	108.00

Clerk	Wix Domain Renewal	15.24
AOT Engineering	R Signs	297.36
<u>Receipts</u>		
Barclays	Interest	28.78

- 11.2 To appoint a councillor to conduct an internal control check
The Council RESOLVED to appoint Cllr Pinkstone to carry out the credit check.

- 11.3 Agree asset register
Following review the Council RESOLVED to approve the asset register presented by the Clerk.

12. To receive any items for inclusion on the next agenda and to note the date of the next meeting

Items to include on the next agenda:- Church Wall Boundary Wall Repairs

The next meeting will be held on 6.30pm on Tuesday 20 May. The Chairman thanked everyone for attending and closed the meeting at 8.22pm.

Signed by Chairman: Date: