

STRATTON STRAWLESS PARISH COUNCIL

Parish Clerk: Miss Lolly Dawson Email: ssparishcouncil@outlook.com

Minutes of the meeting of the Parish Council held on
Monday 8th September 2025 at 7:30pm in Burroughes Hall, Parish Road.

In attendance: Cllrs Martin Howard, Levi Drake (Chair), Lee Stefan Drake, Ros Cook, Wayne Farrow, Diane Farrow & Allan Johns.

Clerk: Miss L Dawson.

Members of the public: 2, District Councillor Shane Ward and County Councillor Dan Roper.

1. Apologies

None.

2. Declarations of Interest

None.

3. Minutes

The minutes of the Parish Council meeting held on 14th July 2025 were APPROVED as a true and correct record of the meeting and signed by the Chair.

4. matters arising from the previous meetings and any further actions.

- 4.1. Update on the maps, the Clerk has a log in to Ordnance Survey mapping and a PGSA license for the Council, once the appropriate map is sourced, it was AGREED for quote to be sourced from Soanes Signs.

5. District and County Councillors & Police reports

- 5.1. County Councillor Dan Roper reported that the speed limit change reduction to 50mph has been scheduled for the week commencing 13th October 2025. There are new hazardous waste days coming up 28th & 29th November 2025, contact Clerk or Cllr Dan Roper for more information. The Local Government Reorganisation is still under discussion, within the next 3 weeks all Councils in Norfolk will have meetings regarding their submissions to Central Government, and the unitary council could become 1, 2 or 3 separate Councils. There is a various grant scheme available, and on the NCC website.
- 5.2. District Councillor Shane Ward reported that the Greater Norwich Local Plan may be being amended, a call for sites and local plan consultation may be open in early 2026.
- 5.3. It was NOTED that the next Neighbourhood Policing meeting will be held at 6pm, Monday 15th September 2025, Alysham Pavilion, Alysham Recreation Ground, NR11 6AW.
- 5.4. It was NOTED that all crime statistics for Stratton Strawless are available on the Norfolk Police website; <https://www.norfolk.police.uk/area/your-area/norfolk/broadland/aylsham/about-us/crime-map>

6. Public participation

None.

7. Planning

7.1. Planning applications received before the meeting.

- 7.1.1. An update to planning appeal APP/K2610/W/23/3331883. Local Planning Authority Reference 20212125 by Induct E A Limited at Mandon Plantation. 31.07.25 Planning Enforcement continue to monitor. Cease of use confirmed 11th July 2025, removal of all cabins etc. 11th October 2025. It was NOTED that there have been no further reports of use since 31.07.25.

7.2. Planning decisions made by Broadland District Council

- 7.2.1. 2025/1532, Land North of Bracken Close West of Shortthorn Road. Outline planning permission for 1 self build dwelling. Refusal (Delegated) 1st August 2025.
- 7.2.2. 2025/1891. Maple House, 7 Edwin Close. Cert.of lawfulness for existing use or development to regularise the siting and use of vehicular access. Refusal. (Delegated) 31 July 2025.

8. Highways

- 8.1. A highways update was received, it was AGREED to report the missing Deer Sign on Serpentine Lane, the hidden footpath sign at Wilderness on the electrical pole, and the overgrown hedge, obscuring the give-way sign on the Serpentine Lane / Cromer Road junction. Clerk & Cllr M Howard to action.
- 8.2. Cllr M Howard provided a SAM2 report overview, statistics are available on the Council website.
- 8.3. Update on lighting at the bus shelter & BSIP grant, Westcotec are looking into alternative options to Solar or mains electric as these are not available at the location, next meeting.
- 8.4. To receive an update on a parish partnership scheme application, awaiting response from highways with a quote for proposed works, next meeting. It was AGREED to arrange a meeting with highways regarding potential bus stop improvements.

9. Finance

- 9.1. An up-to-date bank reconciliation was received, see Annex A.
- 9.2. A budget expenditure review 25/26 was received, see Annex B.
- 9.3. Costs for repairs to the tree and fencing, next meeting.
- 9.4. The payments and receipts, were APPROVED.

PAYMENTS				
Company	Description	Net	Vat	Gross
PCC	Grass-cutting donation	£500.00	£0.00	£500.00
Staff Costs	Month 6 September 2025	£337.56	£0.00	£337.56
Staff Costs	Month 7 October 2025	£337.56	£0.00	£337.56
Unity Trust	Bank Charges 31/8/25	£6.00	£0.00	£6.00
Unity Trust	Bank Charges 30/9/25	£6.00	£0.00	£6.00
Unity Trust	Bank Charges 31/10/25	£6.00	£0.00	£6.00
Norfolk ALC	Website Hosting Fees	£105.00	£21.00	£126.00
RLS Computers	Gov.uk domain, website migration and email.	£140.00	£0.00	£140.00
Mr Hambling	Bus Shelter Cleaning for December 2024 to December 2025	£160.00	£0.00	£160.00

10. Correspondence

- 10.1. Attendance to the Airport Consultative Committee meeting in January 2026. Cllrs M Howard or Lee Drake to attend on behalf of the Council.
- 10.2. The Nutrient Neutrality septic tank scheme information was received. It was NOTED that Harrison civils ltd, is the official District Council approved contractor. It was AGREED to contract Harrison civils ltd to attend the November meeting for a Q&A, Clerk to print leaflets and posters to residents if the company agree to attend.

11. Admin

- 11.1. Cllrs R Cook provided an update on Burroughes Hall, there are currently monthly events being planned, the Flower and Produce Show is scheduled on 20th September 2025. One of the best events this year was the end of July, an art exhibition, some of the artists also donated some artwork to the Hall and there was very positive attendance and feedback.
- 11.2. It was APPROVED to accept the quote for £140.00 (including £50.00 discount) for the implementation of gov.uk website hosting, website migration and email addresses, and £190.00 per year thereafter. The website colour scheme is to be rural green and Theme 1.

Photographs will be required for the new website, Clerk to post on Facebook and Councillors to send other landscape photographs.

12.Receive items for agenda of next meeting.

To be sent to Clerk prior to next meeting.

13.Date of next meeting.

13.1. All meetings to be held at Burroughes Hall at 7:30pm.

Monday 10th November 2025 (Budget-Setting for 2026/2027)

Monday 12th January 2026

Meeting Closed: 20:37

Annex A.

Stratton Strawless Parish Council

Bank Reconciliation produced 3/9/25 by L Dawson

Bank Balances @ 1/4/25

Barclays	£	-
Unity	£	10,268.55

PLUS Cashbook Income	£	4,823.71
MINUS Cashbook Expenditure	£	4,305.03

Cashbook Balance @ 14/7/25 £ **10,787.23**

PLUS UNCASHED PAYMENTS £ 2,041.84

MINUS UNCASHED RECEIPTS

Cashbook Balanced £ **12,829.07**

Barclays £ -

Unity Bank @ 31/8/25 £ **12,829.07**

Difference £ -

Annex B.

STRATTON STRAWLESS PARISH COUNCIL -
BUDGET EXPENDITURE REVIEW 25-26 at 8/9/25

COST CODE	25-26 BUDGET	25-26 ACTUAL
INCOME		
PRECEPT		£ 4,355.50
OTHER	£ 200.00	£ 468.21
TOTAL INCOME	£ 200.00	£ 4,823.71
EXPENDITURE		
Clerks Salary	£ 3,800.00	£ 1,802.98
HMRC	£ 850.00	£ 282.00
Microsoft	£ 150.00	£ -
Subscriptions	£ 600.00	£ 152.00
Audit	£ 150.00	£ 120.00
Church Grass	£ 250.00	£ 500.00
Bus Shelter cleaning	£ 200.00	£ -
Insurance	£ 450.00	£ 489.57
Village Hall	£ 500.00	£ 120.00
Post/Stationary	£ 50.00	£ -
Travel Expenses		£ -
Chairmans Allowance	£ 40.00	£ -
Banking Charges	£ 72.00	£ 42.00
CLRs allowance	£ 50.00	£ -
Donations	£ 550.00	£ 345.48
Training	£ 150.00	£ -
s137	£ -	£ -
Village Maintenance	£ 900.00	£ 358.33
TOTAL EXPENDITURE	£ 8,762.00	£ 4,212.36

EAR-MARKED RESERVES		
Election Fees	£ 750.00	
Staffing Costs	£ 1,000.00	
Legal Fees	£ 500.00	
Bus Shelter	£ 2,000.00	
TOTAL	£ 4,250.00	£ -