

STRATTON STRAWLESS PARISH COUNCIL

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

Minutes of the meeting of the Parish Council held on Monday 10th November 2025 at 7:30pm in Burroughes Hall, Parish Road.

In attendance: Cllrs Martin Howard (Chair), Diane Farrow & Allan Johns

Clerk: Miss L Dawson.

Members of the public: 1, District Councillor Shane Ward

1. Apologies

Cllrs Wayne Farrow, Lee Stefan Drake, Levi Drake & Ros Cook.

2. Declarations of Interest

None.

3. Minutes

The minutes of the Parish Council meeting held on 8th September 2025 were APPROVED as a true and correct record of the meeting and signed by the Chair.

4. Matters arising from the previous meetings

- 4.1. An update on the maps, Clerk & Cllr M Howard to investigate further.
- 4.2. Gov.uk domain, website migration and emails, in progress.
- 4.3. Nutrient Neutrality and septic tank scheme, Harrison Civils Ltd are running in conjunction with Broadland District Council and Norfolk Environment Credits Limited, village consultations will begin again in 2026, Clerk to arrange. Further details of the scheme can be found on this website www.norfolkriversconsortium.com

5. District and County Councillors & Police reports

- 5.1. County Councillor Dan Roper, none received.
- 5.2. District Councillor Shane Ward reported that there is a New Bin App available, uninstall old one and install new one to query bin collection dates.
- 5.3. Police Reports, none received.

6. Public participation

None in attendance.

7. Planning

7.1. Planning applications received before the meeting.

- 7.1.1. Update to planning appeal APP/K2610/W/23/3331883. Local Planning Authority Reference 20212125 by Induct E A Limited at Mansom Plantation. 3.10.25 – compliance check required after 11/10. It was NOTED that it appears the site has been cleared, apart from signage.
- 7.1.2. 2025/2566, Proposal: Replacement first floor windows. Location: Manor Cottage Parish Road Stratton Strawless Norfolk NR10 5LP Applicant: Ms Rosalind Cook Application Type: Listed Building Consent. Comments required by 7 October, Councils response of no comment was ratified.
- 7.1.3. 2025/2999. Proposal: Erection of a 1no self-build dwelling (detached bungalow and garage) Location: Land Adjacent Four Oaks Shortthorn Road Stratton Strawless Norfolk NR10 5NU Applicant: Mr & Mrs M Roe Application Type: Full Planning Permission. Deadline for response 20 November 2025. It was RESOLVED to respond with NO OBJECTION.

7.2. Planning decisions made by Broadland District Council

- 7.2.1. 2025/2866. Notification for prior approval of proposed conversion of former agricultural building to single storey dwelling (Class C3). Decision: Approval of details – Refused (Delegated). Dated: 29 October 2025.

8. Highways

- 8.1. Highways update, the national speed limit signs on the entrance to Shortthorn Road were NOTED, Cllr S Ward reported that NCC Highways are already aware and will be removing.
- 8.2. SAM2 report, circulated by Cllr M Howard.
- 8.3. Quotes for battery powered lighting at the bus shelters was considered it was AGREED to order 1 x battery powered solar light 400 lumens and batteries within a total budget £50.00.
- 8.4. It was APPROVED to apply to the parish partnership scheme for SLOW signs and upgrading the current signage to a large sign (750mm) at a total cost of £1300.00, £750.00 contribution from the Parish Council and £750.00 contribution from NCC.
- 8.5. Update on the bus stops, Clerk and Cllr M Howard attended a meeting with the local highways engineer on 16th October.
- 8.6. A location of a memorial plaque was considered, it was AGREED to respond to the resident that this is not a Parish Council matter.

9. Finance

- 9.1. An up-to-date bank reconciliation was RECEIVED.
- 9.2. A budget expenditure review 25/26 was RECEIVED. It was AGREED to donate, after meeting costs, the remainder of budget line 'Village Hall' to the village hall towards their toilet refurbishment project.
- 9.2.1. The donation request of £1,000 to the Parochial Church Council, to cover grass cutting and other maintenance costs in 2026 was considered. It was APPROVED to donate £500.00 to the PCC as a donation towards grass cutting and NOTED that Parish Council's generally do not have the legal power to pay for general maintenance of church buildings.
- 9.3. The draft Budget for 2026/2027 and Precept was considered and circulated, next meeting.
- 9.4. Internal Audit quotes for 25/26 were received, J. Beardshaw APPROVED £150.00.
- 9.5. Costs for repairs to the tree and fencing, next meeting.
- 9.6. Payments and receipts, as presented were APPROVED.

PAYMENTS				
Company	Description	Net	Vat	Gross
Hainford & Stratton Strawless News	Annual Magazine Fee	£250.00	£0.00	£250.00
Staff Costs	Month 8 & 9 Nov & Dec 2025	£675.12	£0.00	£675.12
Viking	Stationary Order	£29.40	£5.88	£35.28
Unity Trust	Bank Charges 30/11/25	£6.00	£0.00	£6.00
Unity Trust	Bank Charges 31/12/25	£6.00	£0.00	£6.00
MH	Bus Shelter Cleaning Dec 24 to Dec 25	£160.00	£0.00	£160.00
Microsoft 365	Business Standard Annual Subscription Renews 14/11/2025 (Refund LD)	£123.60	£24.72	£148.32
Norfolk Parish Training and Support	Annual Subscription	£57.50	£11.50	£69.00
RLS computers Ltd	Website gov.uk email fee	£140.00	£28.00	£168.00
INCOME				
SNBDC	CIL Income	£410.77	£0.00	£410.77

10. Correspondence

- 10.1. Email with information regarding the (Hevingham, Stratton Strawless, Hainford and Horsford, A140 Cromer Road) (40 mph and 50 mph Speed Limits) Order 2025.

- 10.2. Email from highways requesting 40mph signs on Cromer Road, placed on private property, to please be removed.
- 10.3. Email from Pride & Place Team at SNBDC Town & Parish Summit invite 12th November 2025.
- 10.4. Email from Norfolk Constabulary to join OP Radium Trigger Plan, approved.
- 10.5. Email from ACC (Norwich airport) regarding meetings on 22 April and 22 July 2026.

11.Admin

- 11.1. Update from the Village Hall representative, reported that the hall is now holding monthly events, the next being the Christmas Craft Fayre on 22nd November 2025 10am to 2pm, and Coffee Morning on 18th December 2025 10am – 12pm, new paintings have been donated to sell and raise money for the village hall, being shown within the hall, and the next big project is to improve the toilet facilities.
- 11.2. The the Grant Awarding Policy and application form was APPROVED.
- 11.3. Update from the Airport Consultative Committee meeting on 22nd October, Cllr Lee Drake not in attendance, next meeting.

12.Items for agenda of next meeting.

- 12.1. To consider quotes for additional fly-tipping signs.
- 12.2. Update on bus shelter improvements.
- 12.3. Update on the Parish partnership application.

13.Date of next meeting.

- 13.1. All meetings to be held at Burroughes Hall at 7:30pm, Monday 12th January 2026.
- 13.2. The 2026 meeting dates were APPROVED.

Signed:

Dated:

Item 9.1.

Stratton Strawless Parish Council

Bank Reconciliation produced 4/11/25 by L Dawson

Bank Balances @ 1/4/25

Barclays	£	-
Unity	£	10,268.55

PLUS Cashbook Income	£	9,589.98
MINUS Cashbook Expenditure	£	5,838.41

Cashbook Balance @ 4/11/25 **£ 14,020.12**

PLUS UNCASHED PAYMENTS £ 2,208.50

MINUS UNCHASHED RECEIPTS

Cashbook Balanced **£ 16,228.62**

Barclays £ -

Unity Bank @ 31/10/25 **£ 16,228.62**

Difference **£ -**

Item 9.2.

STRATTON STRAWLESS PARISH COUNCIL -

BUDGET EXPENDITURE REVIEW 25-26 at 4/11/25

COST CODE	25-26 BUDGET	25-26 ACTUAL	Variance
INCOME			
PRECEPT	£ 8,711.00	£ 8,711.00	£ -
OTHER	£ 200.00	£ 866.13	£ 666.13
TOTAL INCOME	£ 8,911.00	£ 9,577.13	£ 666.13
EXPENDITURE			
Clerks Salary	£ 3,800.00	£ 2,382.26	£ 1,417.74
HMRC	£ 850.00	£ 421.50	£ 428.50
Microsoft	£ 150.00	£ 123.60	£ 26.40
Subscriptions	£ 600.00	£ 599.50	£ 0.50
Audit	£ 150.00	£ 120.00	£ 30.00
Church Grass	£ 250.00	£ 300.00	-£ 50.00
Bus Shelter cleaning	£ 200.00	£ 160.00	£ 40.00
Insurance	£ 450.00	£ 476.72	-£ 26.72
Village Hall	£ 500.00	£ 120.00	£ 380.00
Post/Stationary	£ 50.00	£ 29.40	£ 20.60
Travel Expenses		£ -	£ -
Chairmans Allowance	£ 40.00	£ -	£ 40.00
Banking Charges	£ 72.00	£ 54.00	£ 18.00
Clrs allowance	£ 50.00	£ -	£ 50.00
Donations	£ 550.00	£ 545.48	£ 4.52
Training	£ 150.00	£ -	£ 150.00
s137	£ -	£ -	£ -
Village Maintenance	£ 900.00	£ 358.33	£ 541.67
TOTAL EXPENDITURE	£ 8,762.00	£ 5,690.79	£ 3,071.21