

Minutes of the Full Council meeting of Taverham Parish Council held on Monday 14 April 2025, held in Suite 2, Taverham Village Hall, commencing at 7.41pm, when there were present:

| | |
|-------------------------------------|-----------------|
| Mrs C Karimi-Ghovanlou in the Chair | |
| Mrs L Barrington-Smith | Mrs J Latchford |
| Mrs B Clarke | Mr S Matthews |
| Mr N Dack | Mrs S Parkinson |
| Mr B Knights | |

Also present: County Councillor Clancy, Clerk and 3 parishioners.

40/25 To receive apologies for absence

Apologies for absence were received from Councillors Ellis and Yousefian.

41/25 To receive Declarations of Interest in items on the agenda

None

42/25 The Minutes of the meeting held on 10 March 2025 were agreed and then signed by the Chairman.

43/25 Report items

Cllr Karimi-Ghovanlou's written report regarding devolution and local government reorganisation was circulated. Her report suggested that parish councillors began to think about any additional responsibilities they wanted to take on as a result of the reorganisation, however the District Council was unable to provide any clarity on funding at this time.

44/25 District and County Council Members Question Time

County Councillor Clancy reported that he was trying to get all the road closures in the area co-ordinated after several sets of temporary traffic lights and road closures had caused chaos for residents over the previous few months. Complaints about the lack of filter lanes at both the A1067/Fir Covert Road and A1067/Middleton's Lane junctions causing traffic to build up at these locations were raised. Mr Clancy advised that he was liaising with the County Council to ensure that all the signs for the new weight restrictions on the bridge at Ringland were correct. The Meeting was notified that some trees which had been recently planted in the verge on Kingswood Avenue had been damaged. Additional planting had been requested but no planting programme had been supplied to Mr Clancy. He was also reminded of a request from a resident to replace a silver birch tree with another of a different species due to allergies.

45/25 Public Break

No members of the public wished to speak.

46/25 FINANCE

Councillors had received a copy of a list giving details of outstanding invoices. The budget overview for the committees were received. It was **RESOLVED** to pay the invoices as presented. Receipts were noted and the year-end financial summary was received.

EP2491 John Allaway

Woodland Contract – March 2025
Tree Surveys and Works – Sandy
Lane, Thorpe Marriott Green, Hinks
Meadow, The Drove/Alder Way,

.....

| | | | | | |
|--------|------------------|---|------------------|-----------------|------------------|
| | | Draper Wood, Ghosthill Wood and Eastfield | 12,960.00 | 0.00 | 12,960.00 |
| EP2492 | Cozens (UK) | Streetlight Maintenance – Feb/Mar 25 | 300.00 | 60.00 | 360.00 |
| EP2493 | NNB Recycled | Wheelchair Access Picnic Table | 480.00 | 96.00 | 576.00 |
| EP2494 | Norse | Un/Locking Gates – Sandy Lane / Hmdow – February/March 2025 | 944.00 | 188.80 | 1,132.80 |
| EP2495 | RGM | Ranger Cover – Feb/Mar 2025 | 380.00 | 76.00 | 456.00 |
| EP2496 | PLG | Postmix | 9.98 | 2.00 | 11.98 |
| EP2497 | Ian Smith | Office/Hmdow – Sundries | 34.72 | 6.94 | 41.66 |
| EP2498 | NALC | Procurement Act 2023 – Clerk | 35.00 | 7.00 | 42.00 |
| EP2499 | Taverham Fayre | Taverham Fayre 2025 – Pitch Fee | 30.00 | 0.00 | 30.00 |
| EP2500 | T Jones | Mileage Claim – Oct 24 to Mar 25 | 31.95 | 0.00 | 31.95 |
| EP2501 | Broadland DC | Standard Green Waste Bins x 3 | 674.64 | 0.00 | 674.64 |
| EP2502 | AC Leigh | Combination Padlocks x 2 / Locksmith Attendance and Repair Lock - Hinks Meadow | 336.16 | 67.23 | 403.39 |
| EP2503 | SGW | Payroll Processing – March 2025 And Year End Processing | 70.00 | 14.00 | 84.00 |
| EP2504 | Mayday | Maintenance Support – Connectivity March/April 2025 | 22.00 | 4.40 | 26.40 |
| EP2505 | North WFP | Fire Extinguisher Annual Service | 77.99 | 15.60 | 93.59 |
| EP2506 | Citron Hygiene | Sanitary/Med Waste Contract 25/26 | 297.28 | 59.46 | 356.74 |
| EP2507 | Barford Hire | Van Hire – March 2025 | 299.88 | 59.98 | 359.86 |
| EP2508 | Veolia | Hmdow/Recreation-Refuse – Mar 25 | 314.87 | 62.97 | 377.84 |
| EP2509 | Cash | Petty Cash – March 2025 | 115.79 | 15.09 | 130.88 |
| EP2510 | Countrystyle | Recycling Collection Jan-March 2025 | 87.50 | 17.50 | 105.00 |
| EP2511 | APC Pest Control | Mole Contract – Jan to March 2025 | 305.00 | 61.00 | 366.00 |
| EP2512 | GardenGuardian | Horticultural Contract – March 2025 / Verge Cutting – March 2025 | 4,110.09 | 822.01 | 4,932.10 |
| EP2513 | TVHC | Office Rent/Room Hire/Youth Club/ Youth Club Electricity/Sandy Ln Carpark Lights – Jan-March 2025 | 1,494.05 | 0.00 | 1,494.05 |
| | | | 23,410.90 | 1,635.98 | 25,046.88 |

PAYMENT FOR RATIFICATION

| | | | | | |
|--------|-----------------|-------------------------------------|-----------------|---------------|-----------------|
| DDebit | SSE | Hmdow Gas – February 2025 | 70.10 | 3.51 | 73.61 |
| EP2482 | Huws Gray | Sparkpack - 1 Gang Flush Socket (2) | 0.99 | 0.20 | 1.19 |
| EP2483 | R Fabb | Hmdow Hall Deposit Return | 50.00 | 0.00 | 50.00 |
| EP2484 | M Simmonds | Hmdow Hall Deposit Return | 50.00 | 0.00 | 50.00 |
| EP2485 | Total Energies | Hinks Meadow–Electricity – Feb 25 | 260.25 | 13.01 | 273.26 |
| EP2486 | Garden Guardian | Horticultural Contract – Feb 25 | 2,878.17 | 575.63 | 3,453.80 |
| EP2487 | Lloyds Bank | Banking Charges – Jan to Feb 2025 | 12.62 | 0.00 | 12.62 |
| EP2488 | A Baker | Hmdow Hall Deposit Return | 50.00 | 0.00 | 50.00 |
| EP2489 | Swannington W | Hmdow – New Main Doors Deposit | 697.25 | 139.45 | 836.70 |
| EP2490 | BT | April to June Charges | 690.75 | 138.15 | 828.90 |
| | | | 4,760.13 | 869.95 | 5,630.08 |

ELECTRONIC PAYMENT MADE 28TH MARCH 2025 (STAFF RELATED)

| | | | | | |
|------|-----------------|-------------------------|------------------|-------------|------------------|
| TRNS | Staff | March 2025 – Staff Pay | 9,095.37 | 0.00 | 9,095.37 |
| TRNS | HMRC | March 2025 – Tax and NI | 2,769.88 | 0.00 | 2,769.88 |
| TRNS | Norfolk Pension | March 2025 – Pension | 3,072.95 | 0.00 | 3,072.95 |
| | | | 14,938.20 | 0.00 | 14,938.20 |

.....

RECEIPTS FOR MARCH 2025

| | | | | |
|--------------|-------------------------------------|-----------------|---------------|-----------------|
| Allotments | Allotment Payment (25/26) | 196.50 | 0.00 | 196.50 |
| Bank | Interest | 491.95 | 0.00 | 491.95 |
| Hinks Meadow | Hall Hire | 1,235.26 | 247.05 | 1,482.31 |
| Hinks Meadow | Hall Hire–Deposits (To be Returned) | 200.00 | 0.00 | 200.00 |
| Photocopying | General Public Photocopying | 24.00 | 0.00 | 24.00 |
| | | 2,147.71 | 247.05 | 2,394.76 |

47/25 The Minutes of the Planning Committee Meetings held on 10 and 24 March 2025 were received.

48/25 The Minutes of the Sports Committee Meeting held on 24 March were received.

49/25 To receive the youth club annual report

The monthly update report, and the annual report from the YMCA were received. Councillor Clarke had also provided a report. The reports were very positive and confirmed that more young people had started to access the clubs. It was noted that the YMCA intended on having a stall at Taverham Fayre and that some of the Cub attendees were looking forward to helping out on the day.

50/25 To consider renewing the Norfolk ALC membership

Councillors were reminded that the only route to access information and support from the National Association of Local Council's was to be a member of the County Association (Norfolk ALC). The Association had recently been through a number of changes including several staff members leaving and the organisation becoming a limited company from a co-operative. It was **RESOLVED** not to renew the membership for 2025/26 as the fee was not considered good value for money.

51/25 To consider codicil for lease with Taverham Recreational Facilities

The current terms of the lease for land at Beech Avenue did not allow for Taverham Recreational Facilities to sub-let to any organisation other than Norfolk County Council. Norfolk Padel Tennis had submitted an application to construct several courts at Beech Avenue. It was a facility the Parish Council wished to support as it would be available for public use. Rather than have a whole new lease drawn up, it was suggested that a solicitor working on behalf of TRF could draft a codicil which would permit Norfolk Padel Tennis to sub-let from TRF. The wording of the suggested new clause for the lease was circulated and subsequently **approved**.

52/25 To confirm consultation questions for the Thorpe Marriott Green Play Area project

An informal meeting had been held with a representative from Wicksteed to discuss the upcoming refurbishment of the play area at Thorpe Marriott Green. Wicksteed had advised that to remove the bark safety surfacing, and to level and install wetpour would be more expensive than had been anticipated. Councillors were advised that grant funding would be needed and that Cllr Clarke had already started making enquiries. The Meeting had been provided with a list of consultation questions to help form the specification of the play area. The questions were **agreed** and a SurveyMonkey questionnaire would be created.

The meeting closed at 8.25 pm

Signed Dated

.....