

Swanton Novers Parish Council

Draft Minutes of the Parish Council Meeting held on Monday 21st July

2025 at 7.30pm

SWANTON NOVERS NEXT PARISH COUNCIL MEETING MONDAY 15th September 2025.

Councillors Present: Cllr. Chris Armstrong, Cllr. Delwyn Tilke, Cllr. Gary May, Cllr. Jenny Anderson and Cllr. Virginia Riseborough.

2025/032

Apologies for absence – County Councillor Stefan Aquarone. District Councillor Mike Hankins and Parish Councillor Shaun Doncaster

2025/033

- **To receive declarations of interest** – None

2025/034

Public Forum-

- Local parishioners were in attendance.
- Members of the public who were in attendance commented about the positioning of the Speed Limit signs at the position of the crossroads at the entrance to the village from Holt Road and they thought these were in the wrong position. They would like the Parish Council to raise the issue with NNDC regarding their current position. The member of the public also commented about the possibility of a mirror being put in the position opposite the junction from Church Lane as the ability to view oncoming traffic was difficult due to the wall of the property situated on the road junction. The Parish Council were asked to investigate the cost of a Blind Spot Mirror.
- The cost of the mirror would depend on the size of the mirror required, these range from 30cm up to 60cm and range from £15-£30. If this was to be purchased permission would be required as for this to give benefit to drivers at the junction it would have to be positioned on private land.
- A member of the public representing the local Village Hall made the Parish Council aware of the recent ROSPA inspection on the playground equipment positioned on the Village Hall grounds. The Village Hall have been told by ROSPA that the equipment is getting in disrepair and needs to be repaired, the Zipwire which is one of the most popular items in the grounds has had to have the seat removed as the framework is unstable and has had to be decommissioned. The Village Hall committee are looking into what actions will be needed next and if there is possible funding to replace the items.

2025/035

Reports from District/County Councillors -

- District Councillor Mike Hankins did not attend the meeting, his report was sent to the Parish Council. No update was received at this time regarding the mobile telephone signal within the village. Hopefully an update will be made available at the September PC Meeting.

2025/036

Matters arising from the meeting held on Monday 16th June 2025.

- All other matters are agenda items.

2025/037

- To sign as correct - The minutes from the Parish Council meeting held Monday 16th June 2025.
- The Minutes were signed as correct by the Chairperson, Parish Councillor Chris Armstrong, and the Parish Clerk Jason Crowe.

2025/038

Matters arising from correspondence.

- As mentioned in the Public Forum, the playground equipment situated on the Village Hall site has had it's annual ROSPA inspection. The information received from the inspection was that the equipment is falling into disrepair and the Zipwire especially would have to be decommissioned with immediate effect as the structure is unsafe. The seat has been removed to stop the item from being used. It is one of the most used items on the play park, but the structure is unsafe, and safety must be paramount with young children using the Zipwire, therefore under the guidance of ROSPA this decision had to be made.
- It was suggested that a Public Meeting maybe called to discuss the situation of the condition of equipment and allow the public to make comments about the play park and what people would like to happen about the playpark and new equipment. The Parish Council agreed that it would support the Village Hall with the process for grants or funding if the public choose to keep the facility.
- Details explaining the situation and the date of the meeting would be communicated within the Village Newsletter to allow residents to attend the meeting, this maybe held on a Village Hall bar night as it is well supported from residents.
- **Mobile Phone Signal-** Communication received from a member of the public regarding the issue of the poor mobile phone signal within the village. This is already an ongoing topic within the Parish Council and is also being investigated by the District Councillor Mike Hankins. He was not present at the meeting, but it would be hoped he would attend the next meeting in September to update the Parish Council of any developments regarding the issue.

- It was mentioned that although the village does have a poor mobile signal there are other options available like Emergency Call Roaming which should allow an emergency call to go through by pulling the strongest signal to your mobile through whatever network is available in that area and also What Three Words.

2025/039

Biodiversity Policy- Owl Boxes update.

- The Parish Council were updated that the Owl boxes that have kindly been donated to the Parish Council by a member of the public will shortly be put into position within the woodland and Astley Estate will be notified once the work has been completed. The boxes will be monitored to encourage Owls to nest in these to increase the population of the birds within the neighbourhood.

2025/040

Flooding/Drainage- St. Giles Road

- **Site visit by Chris Purvis from the North Norfolk District Council-** St. Giles Road was visited by Chris Purvis from NNDC and he was accompanied by Parish Councillor Gary May. The area around the entrance of The Old Rectory was surveyed regarding the culvert causing the flooding and drainage where there is a substantial drop in the road surface which causes a large amount of flooding when rainfall occurs.
- Chris Purvis agreed that the drains would need to be pumped out to clear the build-up of silt that had occurred within the drains, this would then be scheduled to be completed by NNDC on a 6 monthly rota to ensure that the drains remain clear of debris and blockages within the village. It was stated by the NNDC that the culvert is not under the ownership of the District Council.
- The area outside The Old Rectory will need to be repaired and Chris Purvis has confirmed that the drain and roadway would need to be raised to ease the flow of rainwater and raise the drain to cope with the water flow. Confirmation of these repairs would be made and should be completed by the end of the summer.
- The cost of a survey of the drains and the cleaning of these may have to be completed privately by the Parish Council but quotes would have to be received before arranging the work to be completed.

2025/041

Affordable Housing update- Parish Councillor Gary May- Swanton Novers Community Land Trust

- Parish Councillor Gary May updated the Parish Council on the Affordable Housing project. Parish Councillor Gary May stated that progress was being made very

quickly, and the initial foundations had quickly been laid and the development was growing quickly and on time and as planned.

- Currently the new development has not been given a name at present, suggestions are being welcomed and has also been mentioned in the Village Newsletter.
- A meeting at the site was to be planned for August 22nd to allow members of the public to enter the site and view the development and the architects to discuss any issues or questions regarding the site.

2025/042

Planning.

- No current planning applications within the Parish.

2025/043

- **Autumn Litter Pick-** It was discussed by the Parish Council to arrange an Autumn Litter pick. This would need to be arranged with the availability of the Village Hall confirmed, contact NNDC to discover the availability of the litter pick equipment also. The date would also need to be before the changing of the clocks as darkness would be significantly earlier after this time and therefore would need to be before this change so an early start time would have to be agreed. Update at the September meeting to determine if the Autumn pick is possible.

2025/044

Working groups – Update:

- **Communications – Cllr Chris Armstrong-** Village Newsletter. Chris Armstrong and Hazel Mindham are submitting content to Fakenham Prepress who print the village newsletter.
- **Governance structure – Policies, Cllr Jenny Anderson-** Policies are currently being reviewed by the Parish Council for ratification. The Declaration of Acceptance document has been reviewed and all Parish Councillors in attendance sign the new document to confirm their role as a Parish Councillor. The Code of Conduct is to be reviewed as well as the Co-Option document.

2025/045

Financial report and payments for approval.

- Parish Clerk presented the finances and the status of the Parish Council accounts.
- Authorise payments that are currently in need of approval.

2025/046

Items from Councillors and registered electors to be considered for inclusion on the agenda for the next Parish Council Meeting.

- Dropped drain situated along St. Giles Road- Gary May to update on the progress being made between the PC and NNDC.
- Autumn Litter pick.
- Governance

2025/047

- **Close Meeting**
- There being no other business the meeting closed at 8.50pm.

Chair

Date.....

Clerk.....