



Parish Council Meeting Minutes

Thursday 18th December 2025 at Cantley Village Hall

Present: Dot Machin (Chair), Jan Davis, Brenda Pawsey

Also Present: Anne Tandy, Clerk to the Council and Responsible Financial Officer

Members of the Public: 0

1. Welcome and receive apologies for absence from Steve Bennett, Peter Key and Norma Knight all for personal reasons.
2. There were no declarations of interest in items on the agenda or requests for dispensations.
3. The minutes of the Parish Council meeting held on 20th November 2025 were not reviewed and as only one Councillor present had been at the last meeting. It was therefore adjourned to the next Council meeting.
4. Public Open Forum:
 - Report from the District Councillors.
 - It was reported that Cantley Church had a lovely and well attended carol concert.
5. To report matters arising from the minutes not on the agenda: for information only
 - The Village Hall committee has agreed to take on responsibility for the defib from the Freethorpe First Responders.
6. **Planning**
 - a. Consideration was given to preparing a Neighbourhood Plan in light of a proposal from Taylor Wimpey for a development of 300 homes on land to the North-East of Station Road. After much discussion thought being given to the financial implications, it was proposed that this should go ahead on the basis that it will be of huge benefit to the community. All agreed.
 - b. There were no planning applications received following publication of the agenda.
7. **Staithe Charity**

An update on the progress with the Charity Commission application was given. The last stage of resolving the matters associated with easements onto the charity land is almost complete and the application to the Charity Commission will be ready to submit in January 2026.
8. **Cantley Pond**
 - a. The quotes for tree maintenance around Cantley pond were considered and it was proposed that Tree Care and Conservation be offered the contract at a cost of £850.00 +VAT. All agreed.
 - b. An update on the pond restoration project was given. The Future for Nature Fund application has been submitted and the outcome should be known by the end of December 2025. The Clerk advised that if the Council are unsuccessful on this occasion, there are other funds that can be applied to.

9. Highways and Transport

- a. An update on matters reported to Highways was given. The applications have been submitted to the Parish Partnership Scheme. The total cost of installing White Gates was £3,671.86 with 50% funding applied for, a contribution from British Sugar of £1,500.00 and the remainder to be taken from the Parish Projects earmarked reserve. The cost of installing a bench at the village sign was £3,655.36 with 50 funding applied for, a contribution from the Norfolk County Councillor, Andrew Proctor of £500.00 and the remainder coming from the Parish Projects earmarked reserve.
- b. The SAM2 report for November 2025 was noted.

10. Church Grass Cutting

- a. A request for grass cutting from Cantley Church of £420.00 was considered. It was proposed to donate the full amount. All agreed.
- b. A request for grass cutting at Limpenhoe Church of £677.70 which included the cost of hedge cutting of £172.80 was deliberated. It was considered whether the hedge cutting should be funded by the Council and after discussion it was proposed that a donation of £505.00 be made. All agreed.

11. Budget 2026-27

- a. The budget for 2026/27 was reviewed. After lengthy discussion as to how the £14,000 funding for a Neighbourhood Plan be accrued, it was proposed that this be collected through the precept in one year.
- b. The precept request for 2026/27 was therefore proposed as £27,650. All agreed. This represents an annual increase of £53.08 on a band D property and will only apply to 2026/27. The budget for 2027/28 will return to close to it's current level.

12. Consultation

Consideration was given to commenting on the Local Government Reorganisation. In order to keep the Council non-political it was proposed that Councillors submit their own response.

13. Policies

- a. The adoption of a Co-option Policy was agreed.
- b. The Internal Control Policy was reviewed and agreed.
- c. The adoption of a Record Management Policy was agreed.

14. Finance

- a. The bank reconciliations to 30th November 2025 was agreed. The total balance including all reserves was £20,526.80.
- b. The following payments for December 2025 were proposed for approval. All agreed.

| Voucher | Date | Description | Supplier | Net | VAT | Total |
|---------|------------|-----------------------------------|----------------------|----------|--------|---------|
| 198 | 18/12/2025 | WAH/Travel expenses November 2025 | Anne Tandy (Clerk) | -48.50 | 0.00 | -48.50 |
| 199 | 18/12/2025 | Refreshments Planning Meeting | Anne Tandy (Clerk) | -6.12 | 0.00 | -6.12 |
| 200 | 18/12/2025 | Hall Hire November 2025 | Cantley Village Hall | -16.00 | 0.00 | -16.00 |
| 201 | 18/12/2025 | Bank Charges December 2025 | Lloyds Bank | -4.25 | 0.00 | -4.25 |
| 202 | 28/12/2025 | Salary – December 2025 | Anne Tandy (Clerk) | Redacted | Under | GDPR |
| 203 | 18/12/2025 | Website and Email subscription | Parish Online | -315.00 | -63.00 | -378.00 |

15. Correspondence

- The Tree Council – Newsletter
- Galliford Try - A47 Blofield to North Burlingham - Overnight Closures 15 & 16/12/2025

- Broads Authority - Second Consultation - Local Plan for the Broads - Regulation 19 version
- Campaign for the Protection of Rural England – Newsletter
- The Broads Society - Society Supper - The Future of Boatbuilding in the Broads
- Festive Greetings from the Chairwoman of Broadland District Council
- Consultation on the Council's Sex Establishment Policy - Broadland District Council
- The Broads Society - The Future of the Broads RGS Lecture 15 January 2026

16. Items for the Parish Council Meeting's Agenda on Thursday 15th January 2026 at 7.00pm at Cantley Village Hall.

- Neighbourhood Plan
- ACV on the Primary school
- Cantley Pond refurbishment

Meeting Closed at 21:00