

DEOPHAM & HACKFORD PARISH COUNCIL

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Minutes of the Parish Council meeting on

Wednesday 5th March 2025, 7.30pm at Gralix Hall

Cllrs present:

Jacky Phoenix – Chair (JP), Chris Chorley (CCh) – Vice Chair, Eliska Cheeseman (EC) and Catherine Grand (CG)

Absent:

Chris Coath (CC), Martin Skidmore (MS), David Thresh (DT) and Cllr Josh Woolliscroft (JW)

Others present:

Carol Bailey (Clerk), Cllr Margaret Dewsbury (MD), Members of the public 0

1. To receive and accept apologies for absence
 - 1.1. Apologies were received and accepted from Chris Coath (CC), Martin Skidmore (MS) and David Thresh (DT).
2. To receive any Declarations of Interest in items on the agenda and consider any requests for dispensation
 - 2.1. There were no Declarations of Interest
3. To approve and sign the minutes of the Parish Council meeting on 5th February 2025
 - 3.1. The Minutes of the Meeting held on 5th February 2025 were received and read by Councillors prior to the meeting. The Council **RESOLVED** to **APPROVE** the minutes.
4. To report on progress of matters arising from previous meetings
 - 4.1. To **APPROVE** quotation for post installation inspection of play equipment and yearly inspection at a total cost of £275 plus VAT. The Council duly **APPROVED** the quotation. The Clerk confirmed this covered both the Post Installation Inspection and Annual Inspection which would be due again in March 2026. The Clerk also confirmed that the relevant signage was on order and should be delivered in the near future. The next stage would be to investigate grant funding opportunities for the purchase of a mound slide and also works to provide a permeable car park surface.
 - 4.2. The Clerk reported she had requested details of the process for the quality control of the repair of potholes from NCC and was currently awaiting details.
5. Finance
 - 5.1. The Clerk informed the Council that she had contacted the internal auditor with regard to the year end accounts but had been informed she was unable to provide the service this year. The Clerk had sought a new internal auditor who was based in Dereham – Robin Goreham. His charges were £17 per hour and he envisaged approximately four hours work.

Draft minutes until approved at the Parish Council meeting on Wednesday 5 March 2025

Chairman Signature:

Date:

Councillors verbally agreed this quotation and appointment which will be duly ratified at the April meeting of the Council.

5.2. To receive the bank reconciliation for February 2025 and to **RATIFY** or **APPROVE** the following payments:

The Council **RESOLVED** to approve the payments

	Payment Description – UNITY Trust Bank Current Account	Cheque Number	Amount
5.2.1	WAVE – Water Charges for Playing Field – RATIFICATION ONLY	BACS	£17.56
5.2.2	Carol Bailey Salary & Expenses – February 2025	BACS	£283.65
5.2.3	HMRC – Income Tax	BACS	£65.80
5.2.4	Carol Bailey – Underpayment in January 2025	BACS	£0.20
5.2.5	Gt Ellingham PC – Donation towards War Memorial maintenance 2024/2025	BACS	£35.00
5.2.6	Gralix Hall – February/March Hire 2025	BACS	£36.00
5.2.7	Hudson Group – PRO FORMA for 4 x signs for playground	BACS	£186.00
5.2.8			
5.2.9			
5.2.10			
5.2.11			
5.2.12			
5.2.13			

5. Planning – No applications received

Decision received:

Ref 2025/0094

Proposal: Certificate of Lawfulness proposed Willow Cottage Kings Head Lane Hackford NR18 9HS Certificate of Lawful Development for the proposed replacement fenestration to existing dwelling, re-roofing of dwelling, lead flashing to chimney, central heating and upgrade and replacement foul drainage

Approval with no conditions (delegated) 7/2/2025

The decision was duly noted.

6. To note the receipt of the Appeal Decision by the Planning Inspectorate regarding Ref: APP/L2630/W/24/334575 Mill Farm Attleborough Road

7. Correspondence

8.1 The Big South Norfolk Litter Pick 2025 – Eliska Cheeseman (EC) stated she would be happy to arrange this again for 2025

8. Opportunity for Public Participation

Margaret Dewsbury (MD) had supplied her report prior to the meeting but she fully updated Councillors on the evolving situation with regards to the combining of authorities. She would keep the Council up-to-date with more information as it became available.

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Chairman Signature:

Date:

Deopham Church update: Jacky Phoenix (JP) reported she had offered assistance, in her capacity as a parishioner, in support of the Church roof. She was waiting to hear what help was required. As no official announcement has been received by parishioners regarding the Parochial Church Councils latest development, it was unusual to see an article appear on Deopham Community Facebook.

9. To confirm the date of the next meeting – it was confirmed as Wednesday 2nd April 2025 at 7:30pm at the Gralix Hall