

**DRAFT MINUTES OF THE GARVESTONE, REYMERSTON and THUXTON PARISH COUNCIL MEETING**  
**HELD ON MONDAY 15<sup>th</sup> DECEMBER 2025 AT 7:30PM**

Councillors Present: Trevor Fox, Karina Horn, James Smerdon (Chair), Graham Smith and Amanda Ward.

Members of the Public Present: 8

Clerk: Samantha Bromley

**1. Apologies.**

Apologies were received and accepted by Cllr L. Sandford (alternative commitment). Cllr E. Stanford was not present.

**2. Minutes.**

The minutes of the Parish Council meeting, dated Monday 17<sup>th</sup> November 2025, were approved and signed by the Chair.

**3. Declaration of Interest.**

- 3.1. No pecuniary or non-pecuniary interest, on any subject on the agenda, was declared.
- 3.2. No dispensation requests were received.

**4. To receive updates on matters not elsewhere on the agenda.**

- 4.1. It was noted that there were no further updates regarding the escaped pigs.
- 4.2. It was noted that the noticeboard in Garvestone will be taken down in January to be rebuilt. The work is being carried out by a resident, who is a skilled craftsman, and will be undertaken free of charge, with only the cost of materials to be paid by the Council.
- 4.3. It was noted that the free CPR & Defibrillator (AED) training session has been booked for Thursday 18th December, 18:30–19:30 at Garvestone & Thuxton Village Hall and thanks was given to the Village Hall for waiving the hall hire charge.
- 4.4. It was noted that an individual has been arrested and detained following another fire on Sunday in connection with recent arson incidents within the parish.
- 4.5. It was noted that an application has been submitted to the 50/50 Parish Partnership Scheme for the amount of £2,462.00 towards the purchase of a SAM3 speed awareness monitor with remote data access, at a total cost of £4,924. Toward the total cost, the Council has received a £1,000 contribution from the Garvestone Trust and the remaining balance will be taken from the Parish Council's reserves earmarked for parish improvements.
- 4.6. To receive an update on the status of the defibrillators. DEFERRED.
- 4.7. It was noted that one existing sign stating "Keep dogs on leads" is broken and requires replacement, and that further signage will be installed to help prevent dog fouling, including the display of additional dog fouling posters created by children at the local school.
- 4.8. It was noted that the Risk Assessment for Parish Council Events & Volunteer Activities has been amended inline with November's meeting discussion and added to the website.
- 4.9. It was noted that monitoring readings taken to date in relation to the structural concerns at Reymerston Village Hall do not indicate that the issues are caused by subsidence or tree root damage. Further readings are to be reviewed, and a surveyor is expected to attend to assess the findings and advise on any next steps.

## **5. Correspondence.**

- 5.1. Police: Norfolk Police Website and reporting crime Online. Noted and on website.
- 5.2. County Councillor: Information. Noted and on website.
- 5.3. Breckland Council: Tree Works Application: PL/2025/1827/TCA - Swallow Cottage, 3, Post Office Lane, Reymerston, NR9 4RA. Noted.
- 5.4. Unity Trust Bank: We're changing our fees and charges. Noted.
- 5.5. Garvestone Primary School: Community Governor. Noted.

## **6. Public Participation and Reports.**

- 6.1. County Cllr Edward Connolly was not present.
- 6.2. District Cllrs Paul Claussen and Paul Plummer were not present.
- 6.3. The Footpath Officer provided an update on Restricted Byway 8, the newly recognised section of Toller's Lane, which has been reinstated on the definitive map but is currently impassable. It was noted that Norfolk County Council has been contacted regarding clearance of the byway but has advised that no budget is currently available, and that the work is therefore likely to be undertaken next winter. The Council was further advised that volunteer clearance is not permitted at this stage, as the route must be cleared to the standard required for a restricted byway to allow use by walkers, horse riders and horse-drawn vehicles. It was also confirmed that, although the land is unregistered, the adjoining landowners are responsible for maintaining their respective boundaries.
- 6.4. The police were not present.
- 6.5. Open forum for members of the public (maximum of 3 minutes per person).
  - 6.5.1. A resident expressed dissatisfaction with the Council's procedures, suggesting that the Council uses its rules to its own advantage when revisiting a decision made in relation to a previous matter they raised. The resident also commented on the noticeboard, noting that the Council had planned to spend £1,900 on a replacement when it might have been repaired more cost-effectively. The Chair responded confirming that it was positive news that the noticeboard will now be repaired at a cheaper cost by a resident who is also a skilled craftsman, saving the Council significant expense, but clarified that, if this option had not been available, the Council would have had to purchase a new noticeboard as is standard practice.
  - 6.5.2. A trustee of the Garvestone & Thuxton Village Hall thanked the Clerk for the work undertaken in preparing the playground project, including the detailed spreadsheet completed within a short timescale. The trustee noted that the Garvestone & Thuxton Village Hall playground is owned by the Garvestone & Thuxton Institute and that the action plan refers to the Village Hall Committee, which is a Board of Trustees. The Council was also made aware that, due to a recent fire inspection, the upstairs meeting room must be restricted to five people until required work is completed, and that an old defibrillator remains in the store room. - Clerk to investigate the disposal of the defibrillator and make amendments to the action plan.
  - 6.5.3. The Council was informed that a resident will be carrying out work on the ditch by their property to improve it, as they have been receiving complaints from neighbours, and is making the Council aware in case similar complaints are received; the resident noted that the work will be financially challenging and will need to wait until the weather improves and they are able to fund it.

## **7. Playground Project.**

- 7.1. The Chair thanked the Clerk for the preparation undertaken for the playground project, including requesting draft designs and quotations from two playground companies, engaging with the local school and preparing a draft action plan, draft resident survey and a draft letter to local businesses for fundraising. The Chair requested that the

playground project be a permanent item on future agendas. Concern over the cost was raised by Cllr G. Smith. The Clerk noted that the project can be delivered without using the precept, with funding achievable through grants, donations and fundraising. Cllr G. Smith also raised concerns that the Council doesn't have ownership of the playground.

*The Chair paused the Standing Orders to ask a trustee of the Garvestone & Thuxton Village Hall to clarify ownership and management of the playground. The Trustee explained that the land belongs to the Garvestone & Thuxton Institute which is a Trust managed by the Garvestone & Thuxton Village Hall. The reason this remains is due to the extensive legal procedures involved with giving ownership directly the Village Hall. The Chair resumed the Standing Orders.*

- 7.2. The draft letter seeking financial donations from local businesses towards the Playground Redevelopment Project was reviewed, amended accordingly and approved.
- 7.3. The consultation survey was reviewed and amendments decided. – Clerk to implement amendments.

## 8. Planning Matters.

- 8.1. To consider consultee response to applications received from Breckland District Council:
  - 8.1.1. PL/2025/1705/VAR - Field View, Mattishall Road, Garvestone, NR9 4QN - Removal of Condition 5 & 6 on PP PL/2025/0964/FMIN. NO OBJECTION.
- 8.2. To consider consultee response to any other applications received from Breckland District Council after the publication of the agenda: None.  
(<http://planning.breckland.gov.uk/OcellaWeb/planningSearch>).
- 8.3. To receive notifications of decisions made by Breckland District Council: None.

## 9. Financial & Governance Matters.

- 9.1. To review the draft budget for 2026-27 and AGREE any action. DEFERRED.
- 9.2. It was RESOLVED to AGREE the following payments, proposed Cllr G. Smith, seconded Cllr A. Ward.

Payee	Description	Method	Net	VAT	Gross
Staffing	Salary/HMRC/Pension/WFHA	BACS	£682.25	£0.00	£682.25
NPTS	Induction for Councillors	BACS	£52.00	10.40	£62.40
Tesco	Mobile	DD	£8.80	£2.20	£11.00
Garvestone Church	Annual Donation – grass cutting	BACS	£133.00	£0.00	£133.00
Thuxton Church	Annual Donation – grass cutting	BACS	£133.00	£0.00	£133.00
Reymerston Church	Annual Donation – grass cutting	BACS	£133.00	£0.00	£133.00
Reymerston Church	Annual Donation - Memorial	BACS	£250.00	£0.00	£250.00

## 10. Administration.

- 10.1. The Parish Council's 2026 meeting dates were agreed and will be added to the Parish Council's website.
- 10.2. Council reviewed the correspondence received from Norfolk County Council regarding the PFR engagement pack and questionnaire and discussed and recorded responses to the three questions.

## 11. Items for the next meeting.

- 11.1. To note Highways' response to the request for clarification on the viability of extending the 30mph speed limit at the village boundary.
- 11.2. To consider purchasing a replacement "Keep dogs on leads" sign.

## 12. Next meeting of the council.

The next meeting of the Council will take place on Monday 19<sup>th</sup> January 2026 at 7:00pm in the

Garvestone & Thuxton Village Hall.

**It was RESOLVED to AGREE, under the Public Bodies (Admission to Meetings) Act 1960, to exclude members of the press and public for the following confidential items.**

**13. Staffing.**

The Council agreed to appoint Tiffany Cox to the temporary maternity cover position of Clerk and Responsible Financial Officer.

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