

**Minutes of the Meeting of Filby Parish Council held on
Monday 14th July 2025 at 7pm at Filby Club Room**

Present: Adrian Thompson (Chairman)
Netty Hutchinson
Karen Leftley
Derek Nicker
Ian Richardson
David Shaw
Catherine Moore, Parish Clerk

Also present: 4 members of the public.

1. Apologies for Absence

Apologies for absence were received from Louise Elms.

2. Declaration of Interest for items on the agenda

None.

3. Minutes of the meeting held Wednesday 7th May 2025

The minutes of the meeting were **agreed**, proposed by Karen Leftley, seconded by Derek Nicker, all in favour.

4. Public Forum

a) Public
None.

b) Borough Councillor

Adrian Thompson reported that the main focus of attention was on the Community Governance Review. GYBC was championing the three Unitary model of East, Norwich and West. The business plan needed to be in place by the end of December, and a decision would be made by the Government in December 2025. An elected Mayor for Norfolk and Suffolk would be chosen in May 2026. There would be no debt cancellation or extra funding available. Adrian's Borough Councillor funding had been shared between Filby and Fleggburgh schools.

It was noted that there was an issue with the motorbikes on a Thursday night speeding through the village. The Clerk was asked to write to the Police asking for a presence, with the issue being between 5pm and 8.30pm. **ACTION: Clerk**

c) County Councillor
Not present.

d) Police
Not present.

5. Planning

a) New Applications
None.

b) Applications considered between meetings
None.

- b) Decisions
None.

6. Finance

a) Finances 2025/26 To Date

The accounts to 28th April 2025 were noted, with £28,725.32 in the bank accounts, of which £10,700 was earmarked reserves. Since the last meeting the following had been received:

- Precept and Concurrent Functions - £9,486
- Insurance Excess - £100
- Allotments - £404.76

b) Update on Insurance Claims

The Clerk reported that she submitted the claim for the Millenium Shelter over two months ago, and this had not yet been paid. She had chased settlement by phone today.

ACTION: Clerk

c) Payments

It was **agreed** to pay the following, proposed by David Shaw, seconded by Netty Hutchinson, all in favour:-

C Moore	Salary May & June 2025	£577.50
HMRC	PAYE Mar & April 2025	£0.00
J Dixon & Son	Wheelchair Access Walk	£12,102.82

It was noted that the wheelchair access path had gone significantly over budget. Filby in Bloom had contributed an extra £2,000, Norfolk County Council were contributing another £2,000, and the ShedShop had contributed a further £2,600 to cover the whole shortfall.

7. Correspondence

a) Speed Limit at Filby Heath

The response from Norfolk County Council was received. It was **agreed** that this would be consider in the next round of budget setting, and that Andy Grant and James Bensley could be approached for some Local Member Budget funding. The Clerk was asked to write to the resident who had raised this, letting them know what the action point was.

ACTION: Clerk

b) Parish Partnership Scheme 2026/27

The 50/50 funding for 2026/27 was highlighted, and councillors were asked to bring schemes for consideration to the next meeting. It was noted that an 80% funding scheme was also available for bus shelters. It was **agreed** to apply for a cycle rack to the value of £160 to be placed near the Millenium Bus Shelter, and that permission would be sought from the Village Hall Committee, proposed by Karen Leftley.

Seconded by Netty Hutchinson, all in favour.

ACTION: Clerk

It was hoped that the zebra crossing would be coming around the end of Summer 2025.

It was noted that pedestrians had to step into the road at Church Lane to cross, and suggested that a refuge point could be considered. This would be brought to the next meeting for consideration under Parish Partnership Scheme. Ian Richardson agreed to mark up on a map the location for this, and the Clerk would request a price.

ACTION: Clerk

- c) General Correspondence
None.

8. Reports on Parish Assets

a) Allotments

A list of the allotments that had not renewed was received, together with the waiting list for allotments and grazing plots. One grazing plot has submitted their notice, but then requested to rescind this.

Standing Orders were suspended.

The tenant of the grazing plot gave a summary of her position with the plot, noting that she was expecting to move away from the village at the time of giving notice. She was purchasing a property on Ormesby Lane so would remain in the village.

Standing Orders were reintroduced.

It was **agreed** to continue with the grazing plot with the existing tenant, proposed by David Shaw, seconded by Ian Richardson, all in favour. **ACTION: Clerk**

A plot had been shown to Ryan Woodhouse who would like to take it on. Becky Oxborough would be offered a plot, and it was felt that the other tenant who had requested more was not keeping it properly so this would be refused. Sandra Webb wished to expand her plot, and would take on part of GP27-30.

David Shaw would divide everything up and report back to the Clerk on what had been allocated so that agreements could be sent out. **ACTION: Clerk**

It was **agreed** that David Shaw and Adrian Thompson would be delegated to conduct the rent review with the farmland tenant. It was felt that the minimum rent should be what was paid to the County Council (£130/acre) and that 3 acres would be requested returned to the Council so that more grazing plots could be provided on the land. Proposed by Ian Richardson, seconded by Netty Hutchinson, all in favour.

ACTION: AT / DS

b) Drainage, Footpaths and Highways

Highway Visibility at Pound Lane - Ian Richardson reported that one of the edges had been strimmed and cut away, it was confirmed that this was the Borough Council.

c) Claypits

Ian Richardson reported that these were still in good condition. There had been a lot of anti-social car activity on that car park, as well anti-social behaviour on the road.

d) General Parish Council Assets

None.

9. Neighbourhood Plan

a) Update

Adrian Thompson reported that the funding for the Neighbourhood Plan had not been renewed. Current plans were still valid, and reviews ongoing were being completed by the Borough Council. The draft plan would be submitted in August, and would go to referendum. It was noted that Regulation 14 sites had been submitted within Filby. An extra £2,800 would need to be found to complete this with the consultants. It was

agreed to complete the review and budget the additional money, proposed by Derek Nicker, seconded by David Shaw, all in favour. **ACTION: AT**

10. Other Matters

a) No BBQ signs for Boardwalk

David Shaw noted that someone had had a barbeque on the Boardwalk, which had burnt it. It was **agreed** to spend £34 on a sign, proposed by David Shaw, seconded by Netty Hutchinson, all in favour. **ACTION: DS**

b) Adopter Agreement from Essex & Suffolk Water / Norfolk Wildlife Trust for A1064 Footbridge

The Clerk reported that the draft Adopter Agreement had been requested but not received. Eilish had suggested that there wouldn't be one. The problem of ownership was discussed, and the Clerk was asked to write to Damien Jeffries at Norfolk County Council to request an explanation as to why this was not a Norfolk County Council asset, as it was a public highway joining the two footways. **ACTION: Clerk**

c) Individual Activity Risk Assessments

This was ongoing. **ACTION: Clerk**

d) Monthly Inspection Regime for Zip Wire

It was noted that Netty's husband wanted to have a look at the inspection report, and this would be brought back to the September meeting to discuss. **ACTION: NH / Clerk**

Conversations had been had with young people about a shelter, and they were going to be invited to a Playing Field Committee meeting to discuss this. The zip wire was generally used by young people.

e) Average Speed Cameras on A1064

It was **agreed** that the Clerk would ask Norfolk County Council for a rough price on this, it was noted that although speed was an issue, there were not the accidents or fatalities which would trigger the need for cameras. The Clerk would ask whether the two feasibility studies could be carried out with one set of equipment (speed on Filby Heath and volume of traffic). **ACTION: Clerk**

11. Items for the next agenda

None raised.

Netty Hutchinson raised a concern about dog fouling at the Church, which was being left close to the bin. Ian Richardson noted that signs had been requested by the PCC.

12. Date of Next Meeting

The next meeting would take place on **Wednesday 3rd September 2025** at 7pm at Filby Club Room. Agenda items to the Clerk by Wednesday 27th August 2025.

The meeting closed at 8.35pm.

CHAIRMAN