

**Minutes of the Meeting of Filby Parish Council held on
Monday 3rd November 2025 at 7pm at Filby Club Room**

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

Also present: 13 members of the public.

1. Apologies for Absence

Apologies for absence were received from Netty Hutchinson, Ian Richardson and Louise Elms.

2. Declaration of Interest for items on the agenda

Karen Leftley declared an interest in item 5b as her husband was the applicant. Adrian Thompson declared an interest in item 4a as he was involved in the purchase of Filby House.

3. Minutes of the meeting held Wednesday 3rd September 2025

It was noted that WiFi comment related to requesting this in the Archive Room, there wasn't a problem with WiFi in the Village Hall. Derek Nicker confirmed that the router needed to be rebooted however this was mounted high up.

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

4. Public Forum

a) Public

Adrian Thompson left the meeting and David Shaw took over the Chairmanship.

A member of the public introduced themselves as the applicant and architect for the Filby House (Hall) plans. He noted that a pre-application had been submitted, and that a new application had been submitted but this had not come through from the Borough Council for the Parish Council to consider. The proposals included three properties which would be 'custom builds' which meant that the ultimate purchaser would have a say in the design. It was outside of the development boundary of Filby. These would be on the land adjacent to Filby House, and would provide two bungalows and one house. Questions and answers were taken and given.

Adrian Thompson rejoined the meeting and resumed the Chairmanship.

A member of the public noted that the strimming contractor was not clearing from the pavement, and requested that a blower be used. The Chairman confirmed that a blower had been purchased.

A member of the public noted that the drains were lower now that resurfacing had taken place, and that large vehicles hitting the depressions were causing significant noise. It was noted that they had collapsed since being repaired, this was on the path side near the Homestead. This had been reported to Norfolk County Council. It was **agreed** that this would be reported to the Highways Engineer.

ACTION: Clerk/AT

A member of the public noted that the road from the pub was seeing anti-social parking, and asked whether double yellow lines could be considered. It was **agreed** that this would be discussed with Norfolk County Council, noting that Archway Cottages to Glebe Farm Close was required. Photographs were requested.

ACTION: Clerk/AT

The new crossing would be installed during a school holiday, but it had all been signed off.

Average speed cameras were raised, these were cost prohibitive, however other solutions were being considered.

A member of the public mentioned that a police presence was required in the village with the speed van.

b) Borough Councillor

Adrian Thompson reported that the lamp standard mentioned at the last meeting would be replaced within 10 days.

Local Government Reorganisation would see Mayoral elections in 2026, with the possibility of cancelling the County Council elections.

Filby Heath resurfacing would be done on 24th November 2025.

The bus service was now every 2 hours, 7 days a week. A bus stop had been requested at Filby Heath.

Filby won Best Kept Village in Britain in Bloom last Friday and were congratulated for this.

c) County Councillor

Not present.

d) Police

It was noted that the Police had been invited to attend the meeting but had sent apologies.

5. Planning

a) New Applications

None.

b) Applications considered between meetings

06/25/0670/TRE The Cart Shed, Hall Farm, Main Road: Works to trees protected by Tree Preservation Order (TPO No. 2 1980) – TPO Group G6 – x23 trees (T1-T23) from within the group - all Poplar - Fell to ground level, and allow existing self-seeded trees to establish as replacements (with suitable thinning out). **NO COMMENTS**

06/25/07620/TRE Heath View, Ormesby Lane: Works to trees protected by Tree Preservation Order (TPO No. 6 2020) – T1-T9 (Poplar) Fell all 9no. 16m tall trees due to signs of basal decay, and replace with oak trees (number and planting plan to be confirmed). **OBJECTED**

b) Decisions

None.

6. Finance

a) Finances 2025/26 To Date

The accounts to 30th September 2025 were noted, with £30,121.08 in the bank accounts, of which £13,500 was earmarked reserves. Since the last meeting the following had been received:

- Parish Partnership Scheme – Wheelchair Path - £3,250
- Car Park Lease - £850
- Interest - £80.50
- Precept and Concurrent Functions - £9,486
- Allotments - £614.57 BACS; £535.75 Cash & Chq (to be banked)
- HMRC VAT Reclaim - £3,147.43

b) Update on Insurance Claims

The Clerk reported that the £100 excess was still with the insurers and had been chased.

c) Payments

It was **agreed** to pay the following, proposed by Derek Nicker, seconded by Karen Leftley, all in favour:-

C Moore	Salary Sept, Oct & Nov 2025	£658.50
HMRC	PAYE Sept, Oct & Nov 2025	£22.00
C Moore	Working from Home Allowance	£10.00
Unity Trust Bank	Cash & Chq Banking Fees	£16.20
Information Commissioner	Subscription	£47.00
Burrell Pest Control	Mole Control	£200.00
Norfolk County Council	Allotment Rent	£950.00
Maple Tree Services	Church Grass Cutting	£1,800.00

7. Correspondence

a) General Correspondence

None.

8. Reports on Parish Assets

a) Allotments

The Clerk reported that all but one allotment had been paid for. She had received notice on one allotment, and would send David Shaw the details of the next person on the waiting list.

ACTION: Clerk

Adrian Thompson gave an update on the farmland access, noting that the access from the Fox and Hounds was a footpath and could not be used by vehicles or horses. This rendered the field land locked. A meeting had taken place with the adjoining landowner to discuss a 6M wide track on the headland, he would farm the top piece of land, with a further piece being used for new grazing plots. There would be no rent payable by the farmer. The waiting list for the grazing plots would be contacted to see if they were still interested. This would be explored further and fully priced.

ACTION: AT/Clerk

The Clerk advised that a fully costed report needed to come to Council to consider the proposals.

b) Drainage, Footpaths and Highways

Surface Dressing Ormesby Lane – the Clerk noted that she had been advised that this was scheduled to be done.

Cycle Rack Funding – the invoice had been sent for the 80% funding and this would be ordered. **ACTION: Clerk**

- c) Claypits
Nothing to report.

- d) General Parish Council Assets
None.

9. Neighbourhood Plan

- a) Update
Adrian Thompson reported that the next meeting would be on 13th November where the updates from the consultation would be presented. The Plan would then be submitted to the Borough Council for scrutiny.

10. Other Matters

- a) Schemes for Parish Partnership Funding
Pedestrian Refuge at Church Lane – it was felt that cutting the hedge would make a significant improvement, the landowner would be approached about this.

Trod Path from Old Police House to Poppy Farm – the Clerk noted that this would be 700 metres, and she recalled that this would be at least £100/metre. It was **agreed** to get a price for this with a view to the 2027/28 budget.

Feasibility Study on Filby Heath Speed Limit – this would cost around £5,000

- b) Arch Footbridge on A1064
The Clerk reported that the Broads Authority had said that their records had been digitised and moved and that they would look for them when they could. On that basis, a Freedom of Information request had been made to ensure that this was locked in with a time limit (19th November 2025). **ACTION: Clerk**

- c) Individual Activity Risk Assessments
This would be handed to the new Clerk. **ACTION: Clerk**

- d) First Draft of 2026/27 Budget
The first draft of the budget was considered and revised. Budget and precept setting would be in January 2026, once the tax base was available. **ACTION: Clerk**

11. Items for the next agenda

None raised.

The Clerk was thanked for her time as Parish Clerk, noting that she would be standing down from 11th November 2025. A presentation was made to the outgoing Clerk.

12. Date of Next Meeting

The next meeting would take place on **Wednesday 7th January 2026** at 7pm at Filby Club Room. Agenda items to the Clerk by Tuesday 23rd December 2025.

13. Exclusion of the Press and Public under the Public Bodies (Admission to Meetings) Act 1960 to discuss the following matter:

It was **agreed** to exclude the press and public, proposed by Adrian Thompson, seconded by David Shaw, all in favour.

a) Appointment of Parish Clerk

It was **agreed** to appoint Tracy Neave as Parish Clerk from 12th November 2025, proposed by Derek Nicker, seconded by David Shaw, all in favour. The salary point of SCP25 and hours of 6 per week were agreed.

It was **agreed** to purchase a laptop for the Clerk, budget of £500, proposed by Karen Leftley, seconded by Derek Nicker, all in favour. This would be purchased by Derek Nicker.

ACTION: AT

The meeting closed at 8.45pm.

CHAIRMAN