



# Raynham Parish Council

## Meeting Minutes

Tuesday 26 September 2023, 7pm

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Parish Councillors present: David Sidell (Chariman), Tim Mudd, Barry Sergeant and Andrew Buck.  
Also in attendance: Jodie Bond (Parish Clerk) and Tom Raynham. There were no other members of the public present.

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**1. Welcome and to receive apologies for absence**

The Chairman welcomed all those present. Apologies received from Richard Brooke (Vice Chairman), Nigel Housden (District Councillor) and Tom FitzPatrick (County Councillor). Apologies accepted.

**2. To receive declarations of interest in items on the agenda and consider any requests for dispensations**

There were none.

**3. To approve the minutes of meeting held on 25 July 2023**

The minutes were approved without amendment and signed by the Chairman as a correct record.

**4. To report progress on items not on the agenda from the last meeting**

Clerk noted that the footpath behind Hollow Lane is included in the grass cutting plan however Councillors confirmed that it has not been cut. Clerk to follow this up with the contractor.

**5. To hear from NCC and NNDC Cllrs**

Not present.

**6. Open forum for Public Participation: an opportunity to hear from members of the public**

There were none.

**7. Open Spaces**

7.1 Discuss and report any highways issues

Clerk updated Councillors on communications with the local police regarding speed traps.

7.2 Receive SAM2 report

Data was not available for this meeting.

7.3 To receive update on funding for new trod adjacent to Bowling Green

Clerk has received an estimate for a single kerbed asphalt footpath from the Highways Inspector for £10840. Following discussion, it was agreed to obtain a quote for double kerbing along the footpath. Clerk to request a quote from Highways and Cllr Sidell agreed to obtain quote from an

alternative contractor for comparison. Once a final decision is made the Clerk will submit a grant application to the Solar Farm.

7.4 Receive update on possible site for allotments

No further update, however, as discussed previously Cllr Housden intended to speak to members at NNDC regarding the possibility of extracting the allotment site from the s106 of the planned development.

**8. Planning Matters**

8.1 To receive results of applications

**PF/17/0729** - Erection of 94 dwellings

NNDC decision – PENDING

**PF/22/2289** | Lodge Farm , Swaffham Road, East Raynham

Conversion & extension of farm buildings to form: i) farm shop, ii) retail units and iii) cafe/restaurant;

PC comment – SUPPORT subject to speed limit reductions | DC decision - PENDING

**PF/23/0628** | Raynham Estate , The Lake , Harlands Road, West Raynham, NR21 7EZ

Erection of 9 boathouse/lodges for use as holiday accommodation,

PC comment – NEUTRAL | DC decision - PENDING

**PF/22/2300** - Field 750M North East Of Helhoughton Church, Fakenham Road, Helhoughton

A balanced cut and fill irrigation reservoir (up to 120,000m3), water pumping station, landscaping works and associated buried pipeline(s)

PC comment – SUPPORT with comments | DC decision - PENDING

**PF/23/0837** - Rectory Cottage, South Raynham Road, West Raynham

Demolition of two-storey side extension and outbuilding; Erection of two- storey/single-storey side & rear extensions & conversion/extension of existing outbuilding to provide artist's studio

PC comment – SUPPORT | DC decision - PENDING

**PF/23/1004** – West Raynham Auto Clinic, Massingham Road, West Raynham, NR21 7AJ

Demolition of existing workshop and construction of new dwelling

PC comment – SUPPORT with comments | DC decision – PENDING

8.2 To receive and consider new applications

**PF/23/1929** | 8 -10 Swaffham Road, East Raynham, Norfolk,

Demolition of existing cottages and erection of replacement dwelling

PC comment – SUPPORT.

**PF/23/1849** | North View, 29 The Street, West Raynham, Fakenham, Norfolk, NR21 7EZ

First floor extension to dwelling over existing single storey extension

PC comment – SUPPORT.

**9. Receive and consider any correspondence**

Barclays letter – Cllrs to complete their details and return.

**10. Financial Matters**

10.1 To approve the bank reconciliation and payment of accounts list

The Council RESOLVED to approve the bank reconciliation and payments list (see below)

Draft until approved at next meeting

Payments

Clerk	Salary (Aug-Sep)	£271.50
Hempton PC	Clerk Expenses	£16.00
K&M Lighting	Street Light Maintenance (Aug-Sep)	£21.44
EG Care Ltd	Grass Cutting Sep	£504.00
NPTS	Internal Audit Fee	£30.00
NNDC	Dog Bin Emptying	£1294.80

Receipts

Barclays Bank	Interest on reserves	£10.40
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10.2 To receive report from Councillor undertaking internal credit check  
Deferred until next meeting.

**11. To review and approve the Information Audit**

Following review, the Council RESOLVED to approve the Information Audit presented by the Clerk.

**12. To consider and approve a Parish Councillor training session**

Following discussion, the Council AGREED to organise a joint training session with members of Helhoughton Parish Council. Clerk to obtain some possible dates from NALC for consideration.

**13. To receive any items for inclusion on the next agenda and to note the date of the next meeting**

Items for inclusion on the next agenda:- New Councillor Co-option, Bus Shelter Maintenance

The next meeting will be held on 28 November. The Chairman thanked everyone for attending and closed the meeting at 7.50pm.

Signed by Chairman: ..... Date: .....