



Raynham Parish Council

Meeting Minutes

Tuesday 16 September 2025

Parish Councillors present: David Sidell (Chairman), Richard Brooke (Vice Chair), Tim Mudd, Barry Sergeant, Andrew Buck and Tom Raynham. Also in attendance: Jodie Bond (Parish Clerk). There was 1 member of the public present.

1. Welcome and to receive apologies for absence

The Chairman welcomed all those present. There were no apologies received.

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

Cllr Raynham declared a pecuniary interest in item 8.2.

It was RESOLVED to grant Cllr Raynham a dispensation to participate in the consideration of item 8.2.

3. To approve the minutes of meeting held on 22 July

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

There were none.

5. To hear from the District Councillor and County Councillor, if attending

Not present at meeting.

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

There were none.

7. Open Spaces

The play area inspection report highlighted no issues other than regular monitoring of equipment and some equipment being dirty. Cllr Sidell kindly offered to surface clean the equipment at his convenience. Thanks, given.

It was agreed to postpone discussion regarding the lakeside permissive path until the next meeting.

7.1 Discuss and report any highways issues

Clerk to report the pathway/verge overgrowth along the A1065 between East and South Raynham to the Highway Rangers for scraping also the 50mph repeater sign that has rotted and fallen over about 40 yards from the petrol station.

7.2 Receive SAM2 data report

For Project: East Raynham Stud 15th September

Traffic Report From 28/06/2025 04:00:00 through 15/09/2025 17:59:59

85th Percentile Speed 45.2 MPH

Max Speed 85 MPH on 17/08/2025 21:05:00

Total Vehicles 141215

Clerk to feed this data back to the local police.

7.3 Update on 20mph zone outside West Raynham school

No further update.

7.4 Update on new Bus Shelter

Clerk noted that the invoice has been submitted to NCC. Once payment has been received the order to Able Engineering can be processed.

Cllr Sidell also confirmed that an application has been submitted to the Solar Fund for the shortfall. The results of which will be notified in November.

8. Planning Matters

8.1 To receive results of applications

PF/17/0729 | Erection of 94 dwellings

NNDC 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,

DC decision – PENDING

8.2 To receive and consider new applications

PF/25/1954 - 20 & 21 The Street, West Raynham,

External alterations associated with the amalgamation of 20 & 21 The Street into a single dwellinghouse including fenestration alterations, a new front porch, and ground levelling.

PC comment - SUPPORT

PF/25/1567 - Lodge Farm , Swaffham Road, East Raynham

Conversion and extension of farm buildings to form: i) farm shop; ii) retail units and iii) cafe/restaurant and associated facilities (Use class E(a) and E(b)); Use of land for outdoor plant centre and associated facilities including childrens play area and erection of retail building (Use Class E(a) and E(b)); creation of new roundabout on Swaffham Road (A1065), internal access roads and alterations to existing accesses and footways; associated vehicular and cycle parking; soft and hard landscaping; biodiversity enhancement; and associated infrastructure

PC comment – SUPPORT (comment that the roundabout installation would help slow traffic).

PF/25/1836 - Pollywiggle Cottage, 40 The Drove, West Raynham

Open porch to front of dwelling

PC comment - SUPPORT

9. Receive and consider any correspondence

Barclays interest rate reduction letter - circulated to Councillors.

10. Financial Matters

The Council RESOLVED to purchase a Remembrance Day poppy wreath. Clerk to action.

10.1 To approve the bank reconciliation and payment of accounts list

The Council RESOLVED to approve the bank reconciliation and payments list below.

Payments

Clerk	Salary Aug	£160.27
HMRC	PAYE	£40.00
Clerk	Salary Sept	£143.05
HMRC	PAYE	£35.80
K&M Lighting	Street Lighting	£24.96
EG Care	Grass Cutting	£692.16
Fakenham Prepress	Map	£42.00

Receipts

Barclays	Interest on reserves	£21.19
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10.2 To receive update on heritage site grant

Cllr Mudd noted that the funds have finally, after 6 years, been located by an NNDC s106 officer. A meeting is planned for next Monday at 3pm, with other interested parties, to discuss and agree how to make provisions for this heritage asset on or around the camp.

Thanks given to Cllr Mudd for all his efforts on this matter and thanks also to Cllr Raynham for the help he was able to lend.

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

The next meeting will be held on Tuesday 25 November. The Chairman thanked everyone for attending and closed the meeting at 7.38pm.

Signed by Chairman: Date:

12. To pass a resolution (under the Public Admission to Meetings Act 1960) to exclude members of the public and press for the following confidential items:

12.1 Receive update on the Parish Clerks vacancy, and discuss new laptop and mobile phone

Following a formal interview the Council RESOLVED to offer the role of Clerk and RFO to Maxine Hayes. A handover between outgoing and incoming clerk will be arranged within the next week. It was agreed that the incoming clerk will purchase an external drive for the Councils documents and use the existing mobile handset but will obtain a new phone number. Cllr Sidell wished to thank Jodie, on behalf of the Councillors, for her help during her time with the Parish Council.