

**MINUTES OF THE PARISH COUNCIL MEETING OF SPIXWORTH PARISH  
COUNCIL HELD AT SPIXWORTH VILLAGE HALL ROOM 84 AT 7.30pm  
ON TUESDAY 1<sup>ST</sup> JULY 2025**

**PRESENT**

PARISH

COUNCILLORS: Mr M Knight (Chairman)  
Mr M Field (Vice Chairman)  
Mr P Rowe  
Mr S Vincent  
Mr S Cullington  
Mr P Daly  
Mr I East

COUNTY

COUNCILLOR Mr D Roper

PARISH

CLERK: Mrs C. Lake

**AGENDA**

**1. TO ACCEPT APOLOGIES FOR ABSENCE**

Written apologies were received from Councillor S Vincent, Councillor K Wingham and accepted by the council.

**2. DECLARATIONS OF INTEREST**

None.

**3. PUBLIC PARTICIPATION**

Members of the public are invited to speak and **only** permitted to speak at this point in the meeting. (Public participation shall be in accordance with Standing Orders and shall not exceed 3 minutes per individual and 15 minutes in total unless such time is extended by the chairman of the meeting.)

There was no public attendance.

**4. REPORT FROM COUNTY COUNCILLOR**

Councillor Roper advised that there is a new community fund available for grants up to £500 anything over this amount Norfolk County Council have teamed up with Crowdfunder, further details are noted on Norfolk County Councils website. District Councillors along with Parish and Town Councils can also donate.

Councillor Roper reported that Norfolk County Council will not look at a pedestrian refuge on the North Walsham Road junction with Crostwick Lane due to the speed limit, Mr Roper will still explore this to see if there is scope to reduce the speed limit. I was reported that there is the option of installing a Vehicle Activated Sign (VAS) on the North Walsham Road to warn traffic to slow down and to install clearer 'Spixworth' direction signs at the junction.

Westcotec are looking to repair the VAS signs located near the church and car garage on Buxton Road.

#### **5. REPORT FROM DISTRICT COUNCILLOR**

No report received.

#### **6. REPORT FROM PARISH CLERK**

The clerk circulated a hard copy of the parish clerk report which listed safety inspection report findings following on from the recent ROSPA play area inspection carried out in June.

Councillor Knight asked the council if there were any topics/reports that they would like added to the parish magazine. It was also suggested to ask Spixworth residents if there was anything they would like to see in the magazine.

Councillor Knight confirmed that the Parish Council would be holding their Christmas Event alongside the Christmas Tree light switch on, on Saturday 29<sup>th</sup> November further details will be included in the Parish Magazine in October. The clerk was asked to speak to the Farmers Market to see if they wanted to include any Christmas stalls at the Village Hall for the event.

#### **7. HIGHWAY MATTERS**

No matters were reported.

#### **8. CO-OPTION OF PARISH COUNCILLORS**

No co-options

#### **9. MINUTES OF PREVIOUS MEETING**

The Minutes of the parish council meeting held on the 17<sup>th</sup> of June 2025 were agreed and signed off by the Council as a true record.

#### **10. TO RECEIVE MONTHLY ACTION PLAN UPDATE**

The clerk circulated information for the month of July.

#### **11. FINANCE**

11.1 Balances were noted, and the following payments were authorised in accordance with the budget as per the tabled scheduled 1<sup>st</sup> July 2025 and were agreed.

11.2 The Bank Reconciliation as of the 25<sup>th</sup> of June 2025 balanced and was agreed.

11.3 The clerk is still waiting on quotes for the ground maintenance of Maisie's Meadow.

It was noted that the Parish Council office is quite uncomfortable to work in due to the recent high temperatures, staff only have small desk fans. The council agreed to look at quotes to have an air conditioning unit fitted.

#### **JULY PAYMENTS AND RECEIPTS**

23/06/2025	Staff Wages	Staff	-2,936.68
24/06/2025	Receipt - SAPS Container Rent Qtr. 1	SAPS	75.00

#### **OUTSTANDING PAYMENT LIST AGREED AT THE JULY MEETING**

<b>PAYMENT TO MADE ON</b>	<b>PAYEE NAME</b>	<b>PAYMENT DETAILS</b>	<b>AMOUNT £</b>
02/07/2025	M Orford	Fan for Parish Council office	16.00
02/07/2025	Viking	Stationary Order	47.20
02/07/2025	Mayday	Printer Support and Maintenance 30/6/25-29/7/25	60.81
02/07/2025	Cozens	6 yearly electrical and structural street light column test (agreed at 3.9.24 PC meeting)	4060.80
02/07/2025	Spixworth Village Hall	Meeting Room Hire June 2025	16.00

#### **12. AMENITY MATTERS**

None.

The chairman asked the clerk to add the item allotments to the next agenda.

#### **13. TO AGREE THE DATE OF THE NEXT MEETING**

The next meeting would be the Annual Council Meeting which would be held on Tuesday 2<sup>nd</sup> September 2025.