

# THARSTON AND HAPTON PARISH COUNCIL

Minutes of the Meeting of the Parish Council held at  
The Community Building, Holly Lane, Hapton  
**On Wednesday 19<sup>th</sup> November 2025 at 7pm.**

## In Attendance:

**Mr N Potter (chair)**  
**Mr T Ward**  
**MR V Blake**  
**Mr G Bleach**  
**Mrs J Goodall-Browne**  
**Mrs Jess Chaney (after item 2)**  
**Mr A Arber (clerk)**

District Councillor Kim Carsok was in attendance

- 1. Co-Option** – To agree Co-option of a new councillor to Tharston and Hapton Parish Council  
Jess Chaney introduced herself to the council and gave her reasons for joining the council and all agreed to accept
- 2. Co-option** – New councillor to sign Acceptance of Office Form witnessed by the clerk and complete Register of Interests forms for submission to Elections team  
Jess duly signed the Acceptance of Office Forms witnessed by The Clerk and joined the meeting as Parish councillor
- 3. Public Participation** – County and District Council reports can also be received during this time. (10 minutes maximum).  
County Councillor Alison Thomas gave the following report via email  
Just a couple of things to report  
Devolution has been agreed, and we now proceed to the election of a Mayor for Norfolk & Suffolk on May 26  
Officers at NCC are now in the process of setting up a combined authority which will be overseen by a Devolution sponsoring board until the mayor is elected.  
LGR still awaiting notification of the governments views on the submissions and which proposals they will consult on.  
County budget consultation live  
County still objecting strongly to the East Pye proposal.  
District councillor Kim Carsok gave the following report  
Main item is the food waste phase implementation in a staged way with a food waste caddy. Fornett and Long Stratton on the first phase  
Consultation on Unitary councils is live  
Pylons consultation 27<sup>th</sup> November  
£1.8 m to be found in the local government budget.
- 4. Apologies** – To consider accepting apologies for absence.  
David Daniel's sent his apologies for Personal Reasons, and all accepted these

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## 5. Minutes – To approve the minutes of the last meeting held on the 8<sup>th</sup> of October 2025

The minutes were approved as a true record of the meeting held on 8<sup>th</sup> October 2025 and duly signed by the chair

Proposed Nic k Potter   Seconded Tim Ward

## 6. Declarations of interests – To receive any declarations of personal or prejudicial interest from members on any item to be discussed.

Graham Bleach and Jess Chaney for an item under Planning

Nick potter for a payment

## 7. Planning

- Planning applications

2025/3480

Applicant: Mr & Mrs Coldham

Location: Jia Cottage the Street Hapton Norfolk NR15 1AD

Proposal: Two storey side and rear extensions

The council discussed this planning application and agreed to support it

- To discuss the Planned Open Space Land

The clerk had been asked to contact Norfolk homes and he had done this and sent the email round to all councillors regarding the best dates for a meeting but had received no response as yet

- To discuss the Rainer Development in Tharston and formulate our response

The clerk had sent this round to all councillors for the outline planning of this development in Tharston and had asked for councillor comments before replying to the developers. It was noted that they are stating this is in Long Stratton but it's actually in Tharston

The councils discussed the application, and it was agreed the following response would show no support and no infrastructure planned

- To discuss Planning Applications and any received after the agenda is posted  
None

## 8. Governance – To update Parish policies

No governance this month

## 9. Finance –

- To note receipts in October

2 <sup>nd</sup> Precept payment	£18783.95
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Newsletter advertising 2 invoices	
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Brownes Boilers	£50.00
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Simons landscaping	£72.00
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### To approve the following invoices for payment October

- To approve Payments to Parish Clerk Alan Arber

for Oct salary and expenses	£950.06
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- To approve payment for Clerks pension for Oct

£297.32
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- To approve payment to HMRC for tax and NI

£331.73
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- To approve payment to NPTS for Autumn Seminar

£67.20
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- To approve payment to G Bleach

for new gas bottle for heater	£60.75
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- To approve payment to Handyman for

salary and expenses Oct	£407.07
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- To approve payment to Wensum Print for Parish Newsletter £475.00
- To approve payment to Nick potter for Cabin electrics work £39.70
- To approve payment to NPTS for new councillor training £62.40
- To approve payment to RBL for Poppy Wreaths £40.00
- To approve monthly payment for Wi-Fi in the cabin £55.20
- To approve payment to 02 for security cameras £76.18
- To approve payment to Lloyds for monthly credit cards charge £3.00
- To approve payment to Unity Trust for Monthly bank Charges £6.00
- Credit card payments  
Cat litter for Toilet £24.35  
New Dog Bin £153.82

Proposed Nick Potter    Seconded Victor Blake

## 7.1. To receive the financial position of the council

The council started November with a balance of £33184.11 and after today's payments totalling £3049.78, we have a balance of £30,134.33 in the account and the chair duly signed the bank statement to agree the balance at the start of the month. The clerk also reported that he will be doing a VAT refund at the end of November for £441.46

The clerk also reported that he had done a lot of work on the budget, and the date of Weds 17th Dec was set for a full council budget meeting

## 8. Highways – to receive any updates regarding highways and footpaths.

- Highway issues  
All the issues reported by Graham Bleach had been reported to Highway's, BT and the Post office  
Tim reported that at least 2 people in the parish who have had letters from highways on hedges to be cut down asap but have never done anything about BR1. If this is not done asap, we will in the first instance get the work done and charge the Highways authority and if an accident is reported that we will contact the local council ombudsman on this.

## 9. To receive an update on the following current issues and to consider any necessary actions:

- Tree warden's Report

No report

From the recent article in the Parish Newsletter 2 people have come forward to undertake this role. One is a 14-year-old lad who wants to do it for his Duke of Edinburgh award, and the other is a chap called Aaron Spall who I have met this evening, and he is keen to undertake the role starting asap. He will email confirmation later this evening to the clerk

- Footpath Issues

Again, Aaron Spall has come forward to undertake this role and has also agreed to undertake the role of footpath warden in Tharston and will email confirmation later this evening.

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- Maintenance and Handyman's report

The handyman continues to carry out his duties diligently and his report for Oct was in the councillors pack's and they thanked the clerk for keeping them up to date with the handyman's work

- Community Payback

Community payback recently visited the community project and really did a great job in a good tidy-up, garden weeding, grass cutting and strimming and are a real asset to the community. There is a further report on them in the Surveyors land minute.

**10. To receive an update on the Hapton Community Project**

As detailed in the community payback report the team did a great job clearing and tidying up the area along with strimming.

The new solar system is not recovering as well as we thought it would and is still working slowly but use of the cabin must be used sparingly. The electric for the new cameras is in but with the battery struggling with no sunlight it is really struggling.

**11. To discuss the latest Pylons information**

The latest information on this the clerk received today is that National grid are undertaking a drone surveys flyover of the route to give them detailed views of the route and to complement the information they already have.

The flights will be carried out by Stirling X, a Norwich-based company with fully certified pilots operating under enhanced permissions from the Civil Aviation Authority (CAA). The drones will fly at around 100 metres (about 400 feet), capturing high-quality video footage to keep our information accurate and up to date.

Our drones will only record footage relevant to the route and surrounding landscape. Each flight is managed by a qualified pilot, supported by trained observers along the route to ensure everything runs smoothly.

We'll mainly use public rights of way and other accessible areas for take-off and landing, so disruption will be kept to a minimum. We're also coordinating with local airfields, including Wattisham airbase, to make sure operations are safe. Noise levels will be very low - similar to an electric lawnmower during take-off and landing - and once the drones reach operational height, you won't be able to hear them.

**12. To note our comments to East Pye solar**

The clerk recently attended the online East Pye solar meeting with county Highways team and officers, and it was great to note that such a dedicated team is in place to oppose the scheme at most stages and are really doing a good job at present.

**13. To note information on Tas way energy park application**

The clerk reported that he has received no further information on this but at last night's county officers meeting regarding East Pye Tasway have been in touch with the county officers and it is hoped further information will be forwarded soon on this dreadful project. The area of land it will cover is disastrous for our area which is really worrying

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## **14. To discuss the Norfolk Homes land and what next steps are**

The clerk had sent the email round to all councillors around dates to meet with Norfolk Homes but as, yet no councillors have replied with dates for the meeting. The clerk was instructed to contact Norfolk Homes with a date of 28/11 and on site if possible

## **15. To discuss Parish Projects**

- Newsletter  
The autumn newsletter has been delivered with lots of good feedback and the Xmas newsletter is almost complete and should come out to councillors tomorrow for approval or changes to be made by Friday so it can go to the printers on Monday for delivery early in Dec as required
- Sam Machine  
Still working well
- Tharston Phone box  
Still nothing from the Tharston meadows management company and it was agreed this should go ahead at the location be to be agreed in early 2026. The base needs doing first
- Parish Councillors/Clerk training/Personal development  
The clerk attended the SLCC national conference that was excellent and one of the best yet where he met biodiversity consultants, Playground companies, insurance companies and attended many workshops. He also attended the NPTS Autumn Seminar that was also excellent, the recent Town and Parish Summit and also passed his finance paper with a very high mark. The clerk requested that with all the new legislation on Assertion 10, VAT and various planning items that he be allowed to attend practitioners conference in late Jan to further enhance his knowledge at a cost of £180 including vat to each of his councils. All councillors agreed this was allowed  
Proposed Nick Potter    Seconded Tim Ward
- New Defibrillator and Defib Training dates to be fixed.  
The clerk is in contact with a training provider that lives in Wacton for this and hopes to have a date in early Jan
- Surveyors Land and Christmas trees order  
The clerk and Tim ward had met with the community payback team on them undertaking the works needed at the surveyors land and it was agreed with them they would like to start around 6<sup>th</sup> Jan 2026 to undertake the works in the plans drawn up by Tim and in all councillors packs. If all councillors agree we would need to provide a mobile toilet on the land and purchase some Tree guards and stakes that the clerk has sourced at a cost of £299 for 500 which would be ample. We would also need to provide a skip for waste and as required the necessary fuels for their strimmer's. This is an amazing opportunity to get this work done free of charge moving forward except the expenses we need to provide as detailed in the report.  
If we could order the Xmas trees these could also be planted during this time or in Early Feb.  
Julian would need to flail the land in the first instance to help with the clearance of the land before 6<sup>th</sup> Jan.

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The clerk will email Kim Carsok to ask for a £400 members ward grant and will be done asap to help with the project.

This as discussed and all councillors agreed to support the project and budget of around £500 was agreed to meet all expenses.

Proposed Nick Potter    Seconded Tim Ward

It was agreed we would get a biodiversity study done asap

- Hapton Phone Box  
Still really good and being used a lot by everyone and needs more books.
- Neighbourhood watch  
Nothing to report
- Meeting House Field  
The mesh was done on 31/10 and as yet has not been done.
- Parish Orchard at Old Village Hall site  
It is hoped we can get community payback to do the works needed when they start at the surveyors land.
- Dog mess in the village  
Still an issue and the clerk has sourced some signs from SNDC on this for the handyman to put up asap.

## **16. To discuss Green Initiatives moving forward including recycling and actions on the biodiversity policy**

- **Green recycling of blister packs and razors**

A question was raised when we need the box, and this will be ordered asap.

## **17. Public Participation (10 minutes)**

For any Parishioners to comment on any items that have been discussed during the meeting only

The lorry issue seems to have decreased, and it was agreed to monitor this moving forward.

## **18. To receive items for the next agenda.**

Budget meeting 17/12

Precept

Clerks appraisal

Handyman's appraisal

Meeting closed 8.07pm

**Next Meeting Weds 14<sup>th</sup> January 2026**