



Minutes of the meeting of Southern Parish Council held on Wednesday 12th November 2025 at 7.00 pm in The Village Hall, Ten Mile Bank, Station Road, Ten Mile Bank, Downham Market, PE38 0EP.

Email: parishclerk1@hotmail.co.uk

Phone: 07522 137101

In attendance: Cllrs Sue Welch (Chair), Chris Stabile-Barnett & Roger Whitehead, Ian Goodwin, Christine Feltwell & Javey Osler.

Members of the public: 1, Cllr Martin Storey.

Clerk: Lolly Dawson, Parish Clerk & RFO.

1. Apologies for absence

Apologies were accepted for Cllrs C Edwards, D Edwards, A Osler & D Smith.

2. Applications for the co-option of a Councillor for the 1 vacancy.

None received.

3. Declarations of Interest on Agenda Items and Dispensation Requests

None.

4. Public Speaking

- a. Members of the Public, none present.
- b. District & County Councillor Martin Storey reported that Norfolk County Councils 26/27 budget consultation is open, Monday 27 October 2025 to Monday 15 December 2025, <https://www.norfolk.gov.uk/budget>
Weed spraying has been reported as a concern, and it has now been carried out in the local area and has been done twice this year. NCC supporting healthy ageing, <https://www.norfolk.gov.uk/article/70854/Healthy-Ageing>. Norfolk is bucking the national trend for recruiting adopters, with the numbers of adopters increasing in the county. Contact Clerk for full articles or information. Update on Queen Elizabeth Hospital project. The A10 junctions and road safety was also noted.

5. Minutes

The minutes of the Parish Council meeting held on 8th October 2025 were APPROVED as a true and correct record of the meeting and signed by the Chair.

6. Updates from previous minutes and consider any further actions

- a. VAT reclaim, in progress.
- b. Orchard Way Lighting Update, documents received from Hayes & Storr 12/11/2025, agreement to be signed.
- c. Update on gov.uk domain, website & emails. The Website is live, emails in progress.
- d. Update on the noticeboard refurbishment, in progress.

- e. Update on the installation of the seat in the bus shelter at the end of Orchard Way, in progress.
- f. Update on lockable rubbish bin, no update.
- g. Update on playground signage, Cllrs I Goodwin & S Welch to install.
- h. Risk assessment at the pavilion was carried out 12/11/25, electrical certificate received 10/10/25.
- i. Repair of the fence at the entrance to the recreation ground has been completed, pedestrian entrance noted to be needing filling Clerk to contact British Sugar for update on car park surfacing.
- j. Update on fascia repairs on garage at recreation ground, in progress.

7. Finances

- a. An accounts update was received, Councillors to consider budget for 26/27 for next meeting.
- b. Up-to-date bank reconciliations were received.
- c. The payments and receipts, as presented were APPROVED with the addition of £50.00 poppy wreaths to RBL.
- d. The internal audit quotes for 25/26 were considered, Sonya Blythe APPROVED at £125.00
- e. A donation to "Littleport and District Patients & users, lenders of special equipment" (Pulse) charity number 1098510, to replace the battery at the defibrillator at The Old White Bell at a cost of £233.40 was APPROVED.
- f. CIL funding applications will be open 1 March 2026 and close 1 May 2026. Clerk attended training session on 4 November 2025 on new application process, it was AGREED to pursue further for potential funding towards pavilion refurbishment project.
- g. It was APPROVED to set-up a Direct Debit for Wave, water supplier for Recreation Ground.

8. Planning

- a. **Planning applications received from Kings Lynn and West Norfolk Borough Council:**
 - i. 25/01716/FM. Proposed extensions to agricultural grading shed and box store at Northfield Farm. Northfield Farm, Lynn Road, Southery, Downham Market, Norfolk. PE38 0HT. Link [HERE](#). Deadline for response 18 November 2025. NO OBJECTION.
 - ii. 25/01695/F. Retrospective planning application for lean-to cold store. Towlers Farm, Southery Road, Feltwell, Thetford, Norfolk, IP26 4ER. Link [HERE](#). Deadline for response 18 November 2025. NO OBJECTION.
- b. **Planning decisions made by Kings Lynn and West Norfolk Borough Council:**
 - i. 25/01396/CU, Change of use of hardstanding used by Anglian Water to agricultural to be used as a beet pad. Land North of Feltwell Road. Application Permitted. 4 November 2025. Delegated Decision.

9. Administration & Policies

- a. The quote of £81.00 + VAT for Parish Online mapping software was APPROVED.
- b. A Southery Newsletter was considered, defer to January's meeting.
- c. Policies

- i. The Grant Awarding Policy was considered and APPROVED.
 - ii. The LGPS Pension Policy was considered and ADOPTED.
 - iii. The Risk Management Policy was considered and ADOPTED.
- d. The asset register was circulated, Councillors to consider and bring updated to next meeting.
- e. A budget of £35.00 for a stationary order was APPROVED.

10. Highways

- a. Update on highways reports was received from Cllr I Goodwin.
 - i. Reports in progress.
 - 1. Overgrown hedge on Southery B Road B1160, reported 30.10.25.
 - 2. Missing or faded markings on Southery Bypass A10, reported 10.9.25.
 - 3. Standing water on Churchgate Street, reported 10.9.25.
 - 4. Barriers on either end of footpath 10 have been queried by Public Rights of Way team.
 - ii. Completed Reports since the last meeting.
 - 1. Non-illuminated road sign, faded, on Ferrybank. Reported 30.10.25. Case closed 4.11.25. Reason: A site visit has been carried out, and this issue has been resolved.; Note Defect Inspected and resolved by officer.
 - 2. Overgrown Hedge on Westgate Street, reported 30.10.25. Case closed 4.11.25. Reason: A site visit has been carried out, and this issue has been resolved. Case closed 6.11.25. Reason: We have investigated and will be sending a letter to the responsible party to resolve this issue, Letter sent to landowner.
 - 3. Damaged post at Ferrybank reported 8.10.25. Case Closed 13.10.25. Reason: A site visit carried out and issue has been resolved.
- b. The SAM2 results were circulated, Cllr C Stabile-Barnett provided an update, it was noted that the data will now be sent to the local beat manager.
- c. A10 junction speed concerns, no further update received from Highways or MP Terry Jermy, it was AGREED to invite Jerry Jermy MP & Highways Engineer to the January's Parish Council meeting.
- d. Councillors did send condolences to the family and friends of the person involved in the incident on the A10 and continue to support increased safety in the area. It was AGREED to try to contact the insurance company for assistance in repairing damage to the trees, awaiting quote from Nurture.
- e. It was AGREED to respond with no comment for the proposed diversion of part of bridleway no.15, Methwold.

11. Events

- a. Future events, 9th November 2025 Remembrance Event as very well attended. 26th November 2026 Remembrance Event, to consider additional advance road closure signage, Clerk to ask Highways and source quote.
- b. It was APPROVED to donate £500.00 to the Christmas Event, at the Church Sunday 21st December 2025.

- i. Christmas Tree, it was AGREED for one tree to be purchased from SWISH and donated to the St. Marys Church at a cost of £35.00. No tree to be donated to the Village Hall as closure continues.

12. Playing Field

- a. Current floodlights, appear sufficient and approved by lighting contractor, GKAcademy has additional lights that can be used if required, no further action.
- b. To receive an update on the playground project.
 - i. Cllr C Stabile-Barnett provided the draft Sports England funding application for gym equipment & Parish Council contribution and an update on the project.
 - 1. It was APPROVED to include additional flood lighting to the project, approximate quote received for £1566.41.
 - 2. It was AGREED to consider a jogging track, in future.
 - 3. It was AGREED to pursue 4 pieces of equipment within the project.
- c. Pavilion.
 - i. An update on the pavilion refurbishment project was received from Cllr C Stabile-Barnett.
 - 1. Update on the Family Hub Community Fund application, it was AGREED to proceed, Cllr C Stabile-Barnett to contact Early Help Community Worker contact for further advice.
 - 2. Plans and quotes for the project, Cllr D Edwards sourced an additional quote for £28,000 + VAT for and internal refurbishment & kitchen sink only. Cllr S Stabile-Barnett also sourced quotes for materials only, approx. £12,000. Cllr C Stabile-Barnett to investigate CIL funding opportunities and proceed with project.
 - 3. Update on potential storage containers, no response from SWISH, GKAcademy are progressing.
- d. Quotes for the boundary fence project, were received, it was APPROVED for the community payback clear the site, and a £350.00 budget for skip hire.

Cllr C Stabile-Barnett left the meeting.

13. Open Spaces

- a. Update on the Community Payback Projects, memorial has been weeded, plaque installed on bench at Recreation Drive and cemetery tidied. Painting cemetery fence is the next project.
- b. Streetlights update
 - i. It was NOTED that the flickering streetlight reported on Halls Close has been sent to the streetlight contractor to investigate.
- c. The grounds maintenance quotes for 2026 were received, Nurture was APPROVED.

14. Items of the next agenda

- a. An update on the cemetery gate.
- b. An update on the entrance footpath to the recreation ground.
- c. To consider quote for replacement chain-link on memorial.

- d. Plastic guttering at men's toilet at recreation ground required new fixings.

15. Date of the next meetings

- a. Wednesday 10th December 2025 at 7pm.
- b. The meeting dates for 2026 were APPROVED.

Meeting Closed: 21:25

Signed:

Dated:

DRAFT