

THURNE PARISH COUNCIL MEETING

Minutes – Thursday 8th January 2026 @7.30pm

Present were Cllrs Jonathan Molineux, Ann Lamb, Jenny Davies & Leslie George, County and Borough Councillor Andy Grant, the Clerk and three parishioners were also in attendance.

1. Apologies – Councillor Donnie Cooke.
2. Declaration of Interest – Cllr Davies declare an interest in the budget setting for mooring fees.
3. Minutes of the meeting held on the 6th November 2025 having been circulated via e-mail and being available on the website were agreed and signed by Cllrs Jonathan Molineux and Cllr Ann Lamb.
4. Matters arising
 - a. Defibrillator is fully operational and linked to The Circuit system. Clerk to contact Heart 2 Heart around future management of the device. The parish will continue to maintain on behalf of the village. **Action: Clerk to contact Heart 2 Heart about future maintenance.**
 - b. Quotation received for the tree survey and report for the car park area adjacent to the toilets, £250 plus VAT this was approved by the Councillors and the Clerk is requested to action the works. **Action: Clerk to contact GYServices and progress the tree survey.**
 - c. New Councillor Emails – this work is progressing with a view to all accounts being operational by the end of March 2026. **Action: Councillors to set up new email addresses with .gov.uk as supplied.**
 - d. Training undertaken for the Assertion 10 addition to the AGAR return.
5. Planning Applications – non received.
6. Correspondence and Clerks Report –
 - a. Broads Authority second consultation on Local Plan circulated to Councillors deadline for comment 16/01/2026.
 - b. North Norfolk District Council (NNDC) notified of the adoption of the North Norfolk Local Plan 2024-40 available on the NNDC website.
 - c. Broads Authority December Briefing circulated to Councillors for information.
 - d. Upper Thurne Integrated Drainage Board update circulated to Councillors for information.
 - e. Great Yarmouth Borough Council (GYBC) held a Parish Liaison Meeting on 02/12/2026, minutes not yet received.
 - f. GYBC consulted on the Public Spaces Protection Order (PSPO) circulated to Councillors for comment, consultation closed 19/12/2026 no comments received.
 - g. Investigations have been undertaken regarding the opportunity to move to include an electronic payment system for slipway collections. It was discussed and agreed to move to a QR code facility in addition to the cash box which is to be operation for the summer season. It was also agreed that a CCTV facility should be added to the slipway to understand and monitor usage. **Action: Clerk to arrange QR code and provide to Cllr Lamb to develop new signage. CCTV camera to be installed to view slipway for monitoring of usage.**

- h. The council reviewed and approved a number of new/amended policies these to be uploaded to the policies section of the website: Privacy Statement, Data Protection Policy, Information Audit, FOI Publication Scheme, Code of Conduct and IT Policy.
- i. Residents have raised concerns regarding the roadway passing place along the Repps Road as this area tends to be used to car parking rather than as a passing place facility. Following discussion Cllr Grant agreed to raise with NCC to identify any potential options for this stretch of roadway. **Action: Cllr Grant to review area and discuss with NCC.**

7. Financial Matters

- a. Receipts and payments for the period November – December 2025:

Receipts November - December 2025

2025/2026			
Date	Details	Reference	Total
	Year to date		£7,874.64
6 Nov 2025	Slipway Income - Jane Beck		34.80
10 Nov 2025	Interest from Commercial account		11.88
09-December-25	Interest from Commercial account		10.77

Payments November – December 2025

2025/2026					
Date	Details	Ref	Cheque numbers	Cash	Cheque/Standing order/BACS
	Year to date:			£0.00	£9,550.02
17-November-25	Grass Cutting - D Bradnock				275.00
17-November-25	PCC - Burial Grant from GYBC				900.00
17-November-25	PCC - Fete Grant				780.00
24-November-25	Norfolk Parish Training - Assertion 10				43.20
25-November-25	Lloyd Service Charge				4.25
22-December-25	Intermedical - Defib supplies				348.00
23 Dec 2025	Lloyd Service Charge				4.25

Bank Reconciliation for the period to end December 2025

Thurne Parish Council					
Bank Reconciliation					
Prepared by:		Jane Beck			
Statement Date		31 December 2025			
BANK RECONCILIATION					
Balance per bank statements as at:			Wednesday, December 31, 2025		
				£	£
	Current Account			133.05	
	Business Saver Account			22,502.45	
					22,635.50
Any unbanked cash at:			Wednesday, December 31, 2025		0.00
Nett Balances as at:			Wednesday, December 31, 2025		22,635.50
CASH BOOK					
Opening Balance			Tuesday, April 01, 2025		24,310.88
	Add Receipts in the year				7,874.64

	Less Payments in the year				9,550.02
Closing Balance per Cash Book as at:			Wednesday, December 31, 2025		22,635.50

- b. Retrospective approval was granted by Councillors of the transfer of £100 from the commercial account to the community account during the period to cover the payment of the CICO annual charge.
- c. The budget for the 2026/27 period was discussed by Councillor and is included for reference. The following charges were considered and unanimously agreed by all Councillors present:
 - i. Increase of hours for Clerk from 1.5 per week to 2 hours per week from April 2026.
 - ii. Mooring fees for 2026 season to increase by £1.50 per foot to £28.00 per foot.
 - iii. Consideration to be given to increasing slipway fees with the introduction of the new payment facility.
- d. Based on the budget for 2026/27 the Councillors approved a parish precept total of £1,500 for submission to GYBC. This takes into account the additional band D properties within Thurne and produced a balanced budget for the 2026/27 year.

Budget Update - Thurne Parish Council 2026/27

	Yr 2025/26	Proposed 2026/27	Increase / Decrease	
Costs per year (expenses)	£			Comments
Hall Rent	£60.00	£60.00		
Annual insurance	£320.00	£500.00	£180.00	To include tree risk assessment if required.
Clerks pay	£1,170.00	£1560.00	£390.00	Increase from 1.5hr to 2 hours per week.
Clerks expenses	£120.00	£200.00	£80.00	
Bank Charges	£51.00	£60.00	£9.00	Additional charge for cash deposits
Playing field	£988.00	£988.00	£0.00	
Thurne toilets	£2,500.00	£2600.00	£100.00	
PC web site	£600.00	£190.00	-£410.00	Transfer complete annual fee only
St Edmunds PCC Burial grant	£900.00	£0.00	£0.00	Concurrent Function payment from GYBC
NPLaw	£1,000.00	£200.00	-£800.00	Contingency only
Signage	£400.00	£200.00	-£200.00	Contingency only
Accounts audit	£95.00	£95.00	£0.00	
Miscellaneous - Parish running costs	£1,400.00	£420.00	-£1100.00	Subscription fees, Information Commissioners Office, training.
Total	£9,604.00			
inflation increase 2%		142		
Total	£9,604.00	£7215.00	-£1751.00	
Precept & Concurrent Function Grant	£1,232.00	£1500.00		Increase in Band D property for the 2026/27 year to 56 properties therefore increase Parish Precept accordingly £3.97p increase per band D property
Concurrent Functions Grant	£900.00	£900.00		
Toilets grant	£2,200.00	£2200.00		
VAT refund	£400.00	£400.00		
Mooring Fees	£2,120.00	£1736.00		Increase £1.50 per foot (£28.00 per foot for 2026 season)
Slipway collections	£350.00	£300.00		New system to be introduced - income to be reviewed 2027
Reserves				
Interest	£180.00	£180.00		
Total	£7,382.00	£7216.00		Balanced budget for 2026/27

Budget Reserves:					
Unallocated Reserves	2302				
Assets - Freehold and Leasehold	4,200				
Land / Property purchase	16000				
Total Reserves	22502				

8. Thurne Fete – Provisional date for this year 25th July 2026, consideration is being given to the start time. Representatives from the village will form the Fete Committee. Thurne Parish Council will receive updates for information only as the Fete is now independently operated.
9. Thurne Public Toilets – potential opening date for facility Good Friday 3rd April 2026.
10. Playing Field and Slipway
 - a. Slipway collection of £15.00.
 - b. Use of Staithe – to be carried over to March meeting - **Action: Councillors to visit the Staithe and review the area for ground markings and new signage, to be in place before April 2026.**
 - c. Final works to the moorings are still to be undertaken by the Environment Agency, contact to be made to ascertain when these works will be completed as the overall condition of the moorings is under consideration. **Action: Clerk to contact Environment Agency Officer for an update.**
 - d. The MOU with the resident adjacent to The Staithe discussed and agreed.
 - e. Contact made with NPLaw in line with November 2026 minutes.
11. GYBC Councillor – Cllr Grant advised local elections May 2027. Local Government Review continues outcome unknown at this time.
12. Norfolk County Councillor – Cllr Grant advised he will be stepping down from this role in May 2026. Highways currently have two funds open for bidding – Highways projects to a maximum of £2,000 and Community Projects to a maximum of £1,000. Councillors agreed to provide a quotation for consideration from the Highways fund to enable works to be undertaken to various ditches around the village. **Action: Cllr George to obtain quotations for works and provide to Clerk for submission.**
13. Parishioners
 - a. Playing field gateway has again deteriorated over the winter months. Councillors agreed to review with view to undertaking works if necessary. **Action: Councillor Molineux and George to review.**
 - b. Car Park Land remains on lease from Norfolk Farms. Resident requests further contact be made with Broads Authority to progress purchase and redevelopment options. It was requested that this be included as matters arising for the March meeting. **Action: Cllr Molineux to contact Broads Authority and update at the next meeting.**
14. The next meeting of the Parish Council will be held on Thursday 5th March 2026 at 7.30pm at the Methodist Hall.
15. Meeting closed at 20:48.