

**Minutes of the Meeting of Mautby Parish Council held on  
Wednesday 26<sup>th</sup> March 2025 at 7.30pm at Runham Village Hall**

**Present:** Mark Bullent (Chairperson)  
Vivyan Bishop  
Ruth Easter  
Sarah Flatman  
Jean Hodgson  
Catherine Moore, Parish Clerk

**Also present:** Borough Councillor Adrian Thompson and 3 members of the public.

**1. Apologies for Absence**

Apologies for absence were received from Amanda Bayfield.

**2. Declaration of Interest for items on the agenda**

Jean Hodgson declared an interest in the Village Hall as a member of the Village Hall Committee.

**3. Public Forum**

a) Public

A member of the public asked on behalf of the Village Hall Committee when the Parish Council would do their risk assessment parts of the lease; and for clarification of the ownership of the solar panels.

b) County Councillor

Not present.

c) Borough Councillor

Adrian Thompson reported that the moles at the Village Green had been dealt with, and noted that he would pay for the church mole treatment. The SAM2 device had been returned after being taken away with the street lights. The play area would be cleaned and painted in 2025. Streetlights were discussed, and Adrian would pursue GYBC about this. It was felt that a compromise could be to put some but not all back.

**ACTION: AT**

Devolution was discussed, GYBC was promoting a 3 council model, with Norwich; East Norfolk; and West Norfolk covered. Norfolk County Council was promoting a single council model. Decisions would be made by the Secretary of State around December 2025. There was no additional money available, and debts would not be written off. The cost of changes would need to be met by the individual authorities. An elected Mayor would be introduced as part of any changes.

**4. Minutes of the meeting held on Wednesday 29<sup>th</sup> January 2025**

The minutes of the meeting were **agreed** and signed by the Chairperson, proposed by Mark Bullent, seconded by Ruth Easter, all in favour.

**5. Co-option of Parish Councillors**

There had been no applications for co-option.

**6. Accounts for Approval and Payment**

a) Financial Update 2024/25

The financial update was presented, noting that the Council had £14,662.26 in the bank at 28<sup>th</sup> February 2025. Of this, £11,140.86 was in earmarked reserves, which included £2,240.86 in the Village Hall Repairs fund. Receipts since the last meeting were:

➤ £21.46 - Lloyds Interest

b) Amendment to Tax Base

It was noted that due to changes in second home Council Tax levy, the tax base had increased to 152, which changed the Band D figure to £99.39, representing an increase of 7.42%.

c) Unity Bank Update

The Clerk noted that the Unity Trust account was open and the bulk of the money had been transferred. The forms to move the ICO and PWLB direct debits, as well as the Lloyds closure form, were available for signing.

**ACTION: Clerk**

d) Internal Auditor

It was **agreed** to appoint Kerrie Wilton as Internal Auditor, proposed by Mark Bullent, seconded by Sarah Flatman, all in favour.

e) Payments

It was **agreed** to pay the following, proposed by Sarah Flatman, seconded by Jean Hodgson, all in favour:-

C Moore	Salary February & March 2025	£340.62
HMRC	PAYE February & March 2025	£85.00
Burrell Pest Control	Mole Control Village Green	£220.00

**7. Correspondence and Consultations**

a) General Correspondence

None.

**8. Planning**

a) New Applications

BA/2025/0062/AGR The Workshop, Manor Farm, Manor Farm Track, Mautby: Prior approval for extension to existing steel portal frame farm building.

There were no comments on the plans. It was **agreed** to submit no comments, proposed by Sarah Flatman, seconded by Vivyan Bishop, all in favour.

**ACTION: Clerk**

b) Applications Considered Between Meetings

None.

c) Decisions

None.

**9. Reports from Councillors and Outside Bodies**

a) General Village Maintenance

It was noted that the pothole outside Mautby Church had not been repaired and was nearly impassable. Further potholes would be reported to the Clerk.

**ACTION: SF / RE**

The tree over the footpath had been cleared away.

b) Village Hall Committee Report

Jean Hodgson had given the report in the Annual Parish Meeting. The Clerk was asked to put the ownership of the solar panels onto the next agenda. **ACTION: Clerk**

Mark Bullent would send the quote for the batteries to the Village Hall Acting Treasurer. The risk assessments would be completed at the weekend.

c) Village Green

It was noted that the village green needed tidying up, it would be rolled shortly. It was noted that the trees needed reinspecting with some crown lift work required, this would be put on the next agenda and prices for a reinspection would be sought.

**ACTION: Clerk**

d) Policing and Vandalism

PC Callum Ball had sent his apologies.

It was noted that some bottles of urine had been flytipped on the beet pad towards Stokesby. It was noted that this was on private land so wouldn't be cleared up by GYBC.

e) SAM2 Results

Mark Bullent reported that the SAM2 device had been taken away by GYBC when they removed the street lights. Both batteries were not working, and there was the possibility it had been damaged. It was **agreed** that this would be taken to Filby Post Office for Westcotec to take away and inspect, and any repairs billed to Great Yarmouth Borough Councillor.

**ACTION: MB**

**10. Other Matters**

a) Overgrown ditches

It was noted that the overgrown ditches had been dealt with.

**11. Reports from Councillors (for information only)**

It was **agreed** that the grass contractor would be asked to do the 'No Mow May' again.

**ACTION: Clerk**

It was noted that the water coming down Thrigby Road had finally been repaired.

**12. Date of Next Meeting**

Tuesday 20<sup>th</sup> May 2025 7.30pm, Runham Village Hall.

**13. Exclusion of the Press and Public**

It was **agreed** to exclude the Press and Public under the Public Bodies (Admission to Meetings) Act 1960 for the duration of item 11a due to the confidential business to be transacted, proposed by Ruth Easter, seconded by Vivyan Bishop, all in favour.

a) To appoint a Parish Clerk or Locum Clerk

The candidate was discussed and it was **agreed** to make the appointment, proposed by Mark Bullent, seconded by Jean Hodgson, all in favour.

Catherine Moore was thanked for her time as Clerk to the Parish Council.

The meeting closed at 8.20pm.

**CHAIRMAN**