

# KETTLESTONE PARISH COUNCIL

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Present: David Head, Trevor Hoad, Robert Kilbourn (Chair), James Kilpatrick

## Meeting of Kettlestone Parish Council on Monday 18 November 2024 at 7:30 pm in the Village Hall

### MINUTES

Welcome

- 1) **Apologies** from Barbara Wyvill, Mike Hankins (District Councillor) and Steff Aquarone (County Councillor) were accepted.
- 2) **Declarations of pecuniary interest** by the Councillors in any of the agenda items listed below.  
None.
- 3) **Minutes of the previous Meeting** (30 September) were approved and signed.
- 4) **Matters arising:** Progress on items from previous meetings for information or reminders only.  
Items not on this agenda requiring decisions will be placed on the agenda for the next meeting.  
None.
- 5) The meeting will be temporarily closed for Parishioners to express any concerns they may have and for District and County Councillors and police to report. No one present.
- 6) **Highways & footpaths:** <https://www.norfolk.gov.uk/roads-and-transport/roads/report-a-problem>
  - a) Items to report: potholes:
    - i) Corner at end of The Street up to the crossroads towards Fakenham
    - ii) A1065 at Langor Bridge
    - iii) The Chair would check see if the fallen tree has been removed from the footpath.
- 7) **Planning**
  - a) Planning **applications** received since the previous meeting.
    - i) PF/24/2048: Erection of front porch at **Goodwood House The Street**. Link circulated. No objection submitted 21 October.
  - b) **Decisions** made by the District Council since the previous meeting.
    - i) PF/24/1748: Single storey extension to the courtyard café to expand existing servery and extend kitchen; new cladding, windows and doors on the north and south elevations at **Pensthorpe Natural Park**. APPROVED.
- 8) **War Memorial**
  - a) Project to add Derrick Flint, (soldier from Kettlestone killed in WW2) to the War Memorial, to have the existing names from WW1 repaired (eroding and no longer easy to read) and to have the memorial cleaned. Quote from MB Howells: £2784 (including VAT). An application has been submitted to the War Memorials Trust. An enquiry has been submitted to the District Council regarding planning and listed building consent.
  - b) The History Project informed residents of the project and has received £700 in donations.
  - c) A note was put in the recent newsletter asking for opinions on whether the Parish Council should make a donation using money raised via the precept. The Clerk had received one response objecting to support via taxation and that support should be by personal donations. One councillor had heard similar sentiments.
  - d) It was agreed that the Parish Council would not make a donation via the precept, particularly as the fundraising was going so well.

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## 9) Donations.

- a) It was resolved that the Council in accordance with its powers under sections 137 and 139 of the Local Government Act 1972, should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure. note donations last year.
- b) It was decided to donate £100 each to the Village Hall and the PCC (towards grass cutting) and £50 each to the Air Ambulance and Citizens Advice.

## 10) Financial business to consider payment of invoices and other financial business.

- a) **Balances** as at 29 October: Current account £2521.44; Savings account £4,030.20
- b) **Receipts** since 29 August: interest £15.02; Precept £2250.
- c) **Regular payments** since 29 August: land rent to Kt Charities £1; salary and on-costs.
- d) The following **payments** were approved:

| to whom                               | cheque no | Amount  |
|---------------------------------------|-----------|---------|
| Joanna Otte (expenses Oct - Nov)      | 100500    | £21.92  |
| Kettlestone Village Hall (donation)   | 100501    | £100.00 |
| Kettlestone PCC (donation)            | 100502    | £100.00 |
| East Anglian Air Ambulance (donation) | 100503    | £50.00  |
| Citizens Advice (donation)            | 100504    | £50.00  |

## 11) Employment

- a) Salary increase for 2024-25. The Local Government Association (LGA) advised the National Association of Local Councils that the National Joint Council for Local Government Services (NJC) has agreed on pay rates applicable from 1 April 2024 to 31 March 2025.
  - i) SCP 19: was £15.48 increased to £16.10. Back pay for 2024-25 April to October: £56.42 (including employee's pension contribution £3.10); employer's pension contribution £12.98.
  - ii) The instructions to the bank to make the back payments and to change the monthly payments were approved.

## 12) Setting the Budget and Precept for 2025-26

- a) The figures for the draft budget were reviewed.  
Expected bank balance at the end of March 2025 is **£4,814** (of which £550 is the Covid hardship grant and the remaining £4,300 is listed as reserved funds).  
Expected **expenses** for 2025-26 are **£4,692**
- b) To determine whether or not there are any other likely calls on planned expenditure.
  - i) It was agreed to add £50 towards future costs relating to the defibrillator.
- c) It was agreed to increase the precept by £150 (an increase of just over 3%; an increase of £1.04 a month on a Band D property) to £4,650.
- d) The parish precept form was completed and signed.

## 13) Environment

- a) Biodiversity Action Plan: to carry over.
- b) Climate and Environment Group. Nothing to report.

## 14) How to engage with parishioners? to carry over.

## 15) Reports from parish councillors and items for placing on the agenda for the next Meeting. None

## 16) Correspondence: mail circulated as usual via email,

## 17) The next meeting will be on Monday **20 January 2025 at 7:30pm** in the Village Hall.

Meeting closed at 9 pm