

KETTLESTONE PARISH COUNCIL

Clerk: Mrs Joanna Otte,
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To:

David Head, Trevor Hoad, Robert Kilbourn (Chair), James Kilpatrick, Barbara Wyvill (Vice-Chair),
cc: Mike Hankins (District Councillor), S Aquarone (County Councillor), SNT Fakenham

**You are summoned to a Meeting of Kettlestone Parish Council on
Monday 17 March 2025 at 7:30 pm in the Village Hall**

Signed:

Date:.....

AGENDA

Welcome

1) Apologies

2) Declarations of pecuniary interest by the Councillors in any of the agenda items listed below.

3) Minutes of the previous Meeting (20 January) to be 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.

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. The Chair will re-open the meeting.

6) Highways & footpaths: <https://www.norfolk.gov.uk/roads-and-transport/roads/report-a-problem>

a) Items to report:

7) Planning

a) Planning applications received since the previous meeting.

- i) PF/25/0131 and LA/25/0363: Erection of two storey extension to the rear of the existing dwelling, together with an additional dormer window on the rear main roof slope.
Alongside the modification of the modern kitchen extension on the west elevation (and internal and external modifications) at **Old Church House 83 The Street**. Link circulated.

b) Decisions made by the District Council since the previous meeting.

- i) **RV/23/2511**: Variation of conditions 2 (approved plans) & 3 (materials) of planning permission PF/20/2002 (Demolition of light industrial buildings (B1) and erection of 8 dwellings & associated works (C3)) to allow changes to design and materials at Church Farm Barn, Little Snoring Road. APPROVED.

- ii) PF/24/2352: Single storey side extension to dwelling at **Byfields The Street**. APPROVED.

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

- a) **Balances** as at 27 February: Current account £1053.07; Savings account £4,045.27.
- b) **Receipts** since 28 December: none.
- c) **Regular payments** since 28 December: ICO annual fee £35; salary and on-costs.
- d) **Payments** to approve:

to whom	cheque no	Amount
Joanna Otte (expenses Feb & March)		£21.92

- e) To note that employer's contribution to pension fund has decreased from 23% to 22.5%. To approve amended **Standing Order instruction** to take effect on 25 April 2025.

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9) To consider a **request from the History Project**.

- a) Request for a donation towards the cost of restoration of the First World War Honours Board in the church. Thanks to the generosity of the village, they have collected more money than was needed to renovate the war memorial. This excess amounts to £600. The Fabric Officer for the PCC, has investigated the cost of restoration of the Honours Board in the church. To have this cleaned and repaired by specialists is £1400, which leaves a shortfall of £800. The PCC is going to give a donation. It would be marvellous to have the work done on this soon, so that the restored war memorial and the Honours Board can be celebrated at the same time.

10) **Environment**

a) Biodiversity Action Plan

- i) To note that the application to NCC for Holbrigg Lane to become a Roadside Nature Reserve has been successful (reference RNR225). Thank you to Barbara for the hard work that she put into identifying and surveying the site.
 - (1) Since the mid-1990s, Norfolk County Council (NCC) has identified 300 Roadside Nature Reserves (RNRs) to be managed for the benefit of wildlife and to ensure they can be enjoyed by future generations. This equals to 100 kilometres of species rich verge, covering approximately the area of 57 football pitches. We are delighted to inform you that a new highway verge in your parish has been identified and a high-quality candidate for an RNR. RNR 225 Holmbrigg Road [sic]. Work will commence in Spring 2025 to install posts at these sites to better inform the public and contracted cutters on the location of these special verges. Once posts have been installed, these candidate sites will be given the more formal title of Roadside Nature Reserve. **Why are we managing roadside verges?** Roadside verges in Norfolk are ancient remnants of semi-natural grasslands that have largely vanished due to changing land management practices. In the past, they were managed by cutting hay, grazing animals, or using scythes, which helped lots of plants grow. Today, they're important for wildlife, acting as pathways for animals and insects and as hunting spots for birds and bats. **How will we manage them?** Unlike conventional highways verge management, the management of RNRs follow specific management plans for the best conservation. In the autumn, specialist contractors will cut the verges using strimming and raking techniques to remove the cuttings. This process mimics traditional management methods that originally created these wildlife-rich verges, helping to preserve them for future generations.

b) Climate and Environment Group

11) **How to engage with parishioners?**

12) **Newsletter**

13) **Reports from parish councillors** and items for placing on the agenda for the next Meeting.

14) **Correspondence:** mail circulated as usual via email

- a) Devolution & Local Government Reform. The Government has launched a consultation for a mayoral authority and additional funding for Norfolk & Suffolk. [You can respond to the consultation](https://consult.communities.gov.uk/lggc/norfolk-and-suffolk-devolution-consultation/) via the Ministry of Housing, Communities & Local Government: <https://consult.communities.gov.uk/lggc/norfolk-and-suffolk-devolution-consultation/> . The consultation runs until 13 April 2025. Full consultation available online: <https://www.gov.uk/regional-and-local-government/devolution> 'Policy Papers & Devolution'

15) The next meeting will be on Monday **19 May 2025** at **7:30 pm** in the Village Hall.