

**Minutes of the Meeting of Sutton Parish Council held on
Tuesday 14th July 2026 at 7pm at Sutton Village Hall**

Present: Lynne Daulby (Chair)
David Curtis (Vice-Chair)
Kim Watts
Ian McMorris
David Gladden
Mathew Stimpson
Chris Makepeace
Cherrie Woods, Parish Clerk/RFO
Also present: 1 member of the public

1. To consider accepting apologies for absence

None

2. Declaration of Interest for items on the agenda and applications for dispensations

None

3. Minutes of the meeting held Tuesday 9th June 2026

The minutes of the meeting were **agreed**, proposed by Cllr Gladden and seconded by Cllr Kim Watts and all in favour.

4. Public Forum

County/District Councillor (M Taylor) (Items a & b)

Cllr Matthew Taylor reported on items that new administration at Norfolk County Council had made the decision to cut the community member funds. He voiced that this was a hugely important fund which would have been of benefit to Parish Councils and its residents. He will be pushing to have the money re-instated.

Local Government Reorganisation is scheduled for approximately 10 months away where plans have been made to create a unitary authority however, other than provisional plans, no work has begun therefore Cllr Taylor voiced that he felt that it's unlikely the timeline will be achieved. It was noted that the Chief Executive has resigned taking with him valuable experience and losing him at such a critical time could be damaging.

Cllr Taylor has carried out a tour of all the schools on Stalham divisions. There is concern of potential school closures due to the low numbers/intake of smaller schools. He plans to meet with the head of education to understand thoughts surrounding this at present and in the future. A brief discussion took place regarding house prices being high and how difficult it is for first time buyers to get on to the property ladder with a limited number of affordable housing schemes.

It was noted that the pump house is expected to be updated however there's no expected timescale on this.

It was also raised that there are worsening issues with mobile phone signals. Cllr Taylor has contacted network providers regarding this.

a) District

b) County Council

c) Chairperson (L Daulby)

None

d) Public

None

5. Action Log

This was noted and circulated to all councillors prior to the meeting

6. Applications for Co-option

None

7. Planning

None

8. Finance

- a) The accounts to 30th June 2026 were noted, with £34,104.55 in the bank accounts. The monthly bank reconciliation was circulated to all councillors and signed by Cllr Daulby.
- b) Payments since the last meeting were **noted**
- c) Receipts since the last meeting were **noted**
- d) It was resolved to **approve** the payments list (attached). Proposed by Cllr Curtis and seconded by Cllr Stimpson
- e) Additional payments presented after publication of the agenda
None
- f) To note payments made since the last meeting under delegated authority (*Urgent expenditure of up to £500 may be authorised by the clerk, notwithstanding any budgetary provision. Item 4 financial regulations*)
None
- g) Consider grant applications received
None

9. To adopt 'Dignity at work' policy as part of the Civility & Respect Pledge

It was proposed Cllr McMorris and Cllr Stimpson to adopt the 'dignity at work' policy.

10. To discuss maintenance of Parish assets and agree any actions:

- a) To consider restoration of bench by the 'Sutton sign'

Restoration of the bench was discussed as it was in need to stripping and re-treating. With the quote received from the Men's Shed of £100, it was suggested that there was some old timber available at Sutton Building Supplies which could be used as a more cost-effective option. The Clerk would explore options. **Deferred**

Action: Clerk

- b) Allotment grounds inc. footpath

The public footpath that runs through the allotments was discussed. It was noted that the local farmer cuts the hedges annually however the path itself requires maintenance to keep the grass cut. Historically a councillor has looked after this however it was suggested that quotes be sought from contractors as the needs become greater and the tools available would be more suitable. Clerk to obtain quotes to cut twice a year twice yearly.

Action: Clerk

11. To discuss ideas for Community Allotment Project

Cllr Stimpson commented that he had seen a community allotment in another area and felt it had been a positive addition for the local community. Cllr Daulby & Cllr Watts would visit other areas for ideas.

The Clerk gave information regarding free tree packs from the Woodland Trust. Applications are open until August. It was agreed to apply for a 30 tree 'mini forest' consisting of silver birch, rowan and wild cherry trees.

Action: Clerk

12. To receive reports following routine inspections and agree any actions

- a) Moorings

Cllr Watts gave a report following the inspection. No actions required

- b) Slipway

Cllr Daulby & The Clerk gave a report following the inspection. Any issues would be raised with licence holder in line with the licence.

- c) Allotments

Cllr Curtis gave a report following the inspection. No actions required

13. Correspondence and consultations

Email received from Stalham Town Council regarding a 10k run which would be held in the area. All councillors were happy for this to go ahead.

14. Other Matters (information only)

- a) SAM2 Data was noted. It was decided that this would be more appropriate to be carried out quarterly going forward.
- b) Sutton Hall. No updates

15. Reports from Parish Councillors (for information only)

It was noted from councillors that the hedge surrounding the village pond is causing visibility issues. The Clerk will log with Highways.

Cllr Gladden asked if there were any updates regarding the grit bin. The Clerk confirmed she is awaiting communication from Highways following the Street Licence application.

16. Items for next agenda

To discuss topping allotment plots 14 & 15

17. To confirm date of next meeting

The next meeting would take place on **Tuesday 11th August 2026** at 7pm at Sutton Village Hall. Agenda items to the Clerk by 3rd August 2026.

18. To consider exclusion of the Press and Public under the Public Bodies (Admission to Meetings) Act 1960 to discuss the following matter:

It was **agreed** that the public be excluded from the meeting in accordance with the relevant provisions of the Public Bodies (Admission to Meetings) Act 1960.

- a) The sale of the slipway was discussed. With there being little progress due to the complexity of the transaction, it was suggested that the Clerk obtain other quotes from solicitors to convey the sale.

Action: Clerk

The meeting closed at 8.12pm