



ALBURGH PARISH COUNCIL

Minutes of the Alburgh parish council meeting held on Thursday, 6th November 2025 at 7.30pm in Alburgh Village Hall.

Agenda Item						Action
1. Welcome by the Chairman - Cllr Croucher, vice chair welcomed Cllr's Hackett, Hall, & Newson, Dave Richardson -clerk and 5 member of the public						None
2. To receive apologies from members unable to attend- Cllr Price, K. Thompson, M. Thompson and Cllr Barry Stone						None
3. To receive any declarations of interest from members on any item to be discussed at this meeting - None						None
4. To approve and sign the minutes of the last Parish Council meeting held on 4th September 2025- approved and signed by Cllr Croucher						None
5. Open forum for public participation (maximum 10 minutes): an opportunity to hear from members of the public None						
6. Matters arising which are not on the agenda and any Clerks actions not on agenda: Sheet of clerk's actions for the month were circulated prior to the meeting						
7. To receive reports from District and County Councillors October report from Cllr Stone was previously circulated						
8. Correspondence received: List of all pertinent correspondence received was circulated prior to the meeting. Some discussion took place with regard to the email from the BEPS group asking for confirmation of support. This will be an agenda item for January meeting.						Clerk to add BEPS support for January.
9. Finance and RFO report: <u>November 2025 Finance and RFO report</u> 9.1 Payments and transfers to be made						
PAY TYPE	PAYEE	Description	Actual Amount	VAT	HMRC PAYE	
Online	Mr D Richardson	Wages	£291.37			
Online	Unity Trust	Bank Charge	£6			
Online	Kris West	Website Hosting	£45			
Online	Ian Smith	Oct grounds	£120			
Online	Ian Smith	Hedge cutting	£275			
Online	Ian Smith	Homersfield	£25			
			£762.37			
					£762.37	
9.2Receipts						
Date	Account	Received From	Amount			
19/10/2025	Unity Current	Alburgh Village Hall Party in Park	£333.82			
	Unity Current	Move from savings account	£800			
9.3 To receive the Responsible Finance Officer's Report: (See spreadsheet in finance folder for details)						
Unity Trust Main Account						
Balance Brought Forward		£173.19				
Receipts this month (9.2 as above)		£333.82				

Balance Carried Forward	£507.01		
Payments this month (9.1 as above)		£762.37	
Transfer from savings account	£800		
Balance with savings transfer	£1,307.01		£544.64
Unity Trust Savings account			
Balance Brought Forward	£8,935.15		
Receipts this month	£0		
Payments this month		£800	
Balance Carried forward	£8,935.15		£8,135.15
Unity Trust Savings account 50-50 club			
Balance Brought Forward	£112.15		
Receipts this month	£		
Payments this month		£0	
Balance Carried forward	£112.15		£112.15
10. To receive inspection report on playing field and Homersfield picnic site including feedback on progress to the repairs to the playing field The area around the picnic tables at Homersfield has been strimmed. The lock on the height restriction bar needs replacing as we do not have a key. Works are still required to playing field equipment.			
11. Initial 2026/2027 budget discussions A draft budget proposal was circulated prior to the meeting. Reserves carried forward each year have dropped where expenditure exceeds income. 2024= 11,726, 2025 = 6,373.15, 2026 likely to be 3,963. The precept has also been raised each year 2023 = £6,500, 2014 = £7,00, last year was £8,000. The bare minimum to run services and maintenance etc is approximately £12,000 a year and without external fundraising the precept will need to eventually increase up to this amount. Decision: Final budget to Jan meeting.			Clerk to replace lock. Cllrs to report Jan meeting action plan
12. Village Items Pétanque Update - The surface has been compacted down. Needs a top dressing added to finish now.			Chair to chase donation and/or seek quotes
13. Other Parish Council Items Operation Radium support - Police have asked that parish council support this. Clerk has responded saying we will circulate alerts through Facebook and Alburgh Talk Decision: Send details to Parish Mag to make residents aware. Film Night Lottery bid - Clerk submitted Lottery bid requesting £2,400 over two years (£100 a month) - Could take up to 16 weeks to get response. Bus Service enquiry with Norfolk Council - Council have proposed a trial service running on a Wednesday through Denton, Alburgh and Wortwell allowing residents to get to Harleston to catch a bus into Norwich and then a return pick up. Response from residents has been fairly positive. We are awaiting next steps from Norfolk Council. Parish Joint fundraising meeting			Clerk to send to mag editor Clerk to keep liaising with NCC

• Still awaiting confirmation of date • <u>Drive carefully signs – Primary school.</u> ○ Drawings have been collected by Clerk from School • <u>Tree condition survey</u> ○ Still awaiting contact details.	Chair to action Councillors to choose designs for next meeting. Cllrs Price and K Thompson
14. Planning • 14.1 To comment on a recommend for Approval/Refusal any current planning applications • none • 14.2 To receive an update on any previous planning applications: Application: 2025/2398 - PD Change from Barn to Dwelling & 2024/2847 Agricultural Building East Of Tunbeck Road Alburgh Norfolk Proposal : Demolition of existing agricultural building with part Q approval. Erection of self build dwelling, with additional residential garden land.	
15. To receive items for the next meeting, Wednesday 7th January 2025 • Budget • Playing field condition survey report • Disruption from local events. • BEPS formal support. • Meeting closed at 8:15	