

MINUTES OF ASHMANHAUGH PARISH COUNCIL MEETING

Held in the Preston Rooms on Tuesday 3rd March 2026 at 7.00pm

Parish councillors present:

Cllr. H. Buxton (Chair), Cllr. C. Phillipo, Cllr. N. Coleman, Cllr. S. Buxton and Cllr. C. Ramsbottom.

Members of the public present 3 - (inc. District/County Cllr. Nigel Dixon)

1. ATTENDANCE:

Attendance noted. Apologies received and accepted from Cllr. H. Casey (personal). It was also noted the resignation from Annie Naylor-Clements. Thanks were given to Annie for her time and commitment to the Parish Council.

2. DECLARATIONS OF INTEREST AND REQUEST FOR DISPENSATIONS FOR THIS MEETING:

None.

3. MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on 13th January 2026 were proposed as a correct record without amendment by Cllr Ramsbottom.; seconded by Cllr. Phillipo - AGREED by all and signed by the Chair.

4. PUBLIC SPEAKING

4.1. To receive a report from County and District Councillor

District/County Councillor Nigel Dixon reported on the U-turn on Local Government Reorganisation; and the County elections which will now take place in May 2026 and based on the new divisional boundaries. Cllr. Dixon will not be standing for election. In May 2027 there will be an election for the new unitary authority/ies; May 2028 Mayoral elections; May 2029 General election.

Police priority meeting online Thursday 5th March 2026.

A resident asked Cllr. Dixon regarding 'cash welcome here' signage – details to be sent to the Clerk.

Cllr. H. Buxton asked about the Local Plan and developments outside the settlement boundaries to which it was responded that exceptions may be made but each application is looked at on an individual basis.

4.2. To receive report from PC Matt Pritty

Non-attendance - no report received.

4.3. To receive questions from the public relating to local issues.

Jane Pond introduced herself and briefly spoke regarding her application to become a Parish Councillor.

4.4. To receive a report on any matter not covered on the agenda

Regarding reports of dog fouling along permissive paths in the Parish, it has been advised from NNDC that Environmental Protection Rangers will make appropriate checks, monitor and where applicable place some signage.

5. CORRESPONDENCE – all noted.

- General correspondence
- Norfolk ALC Bulletins and updates
- Norfolk Ponds Project - A Pond for Every Parish - Pilot - Your invitation to express your interest – *response submitted*.

Also noted the road closure in Parish on 8th March 2026 for the Mike Groves 10k run.

6. TO CONSIDER CO-OPTION

It was proposed by Cllr. H. Buxton to co-opt Jane Pond onto the Council. This was seconded by Cllr. Phillipo and unanimously AGREED by a show of hands. The acceptance of office form was signed and Jane joined the meeting. Jane accepted the use of .gov.uk email for Council business – Clerk will arrange set up.

7. HIGHWAYS, PLANNING, LAND AND ASSET ISSUES

7.1. To consider any planning applications received:

None. It was mentioned the new play equipment advertised to be installed at Wroxham Barns, however no planning application received yet. Clerk has queried with the planning authority.

7.2. To ratify comment to:

PO/25/1313 - Reconsultation: Field At The Corner Of Market St & Crowgate St, , Tunstead , NR12 8QZ - Outline application for residential development of land for up to 15 dwellings with all matters reserved

PC Comment: OBJECT

Ratified by all.

7.3. To note NNDC planning decision notice: Noted.

PF/25/2713 - St Swithins, School Road, Ashmanhaugh, Norwich, Norfolk, NR12 8YN - Single storey rear extension to dwelling - **APPROVE**

7.4. **SAM2 - to receive data for January and February 2026**

Data circulated – no further comments.

7.5. To consider works at The Common

It was agreed for Cllrs. Ramsbotton, S. Buxton and Pond to look at his with the Clerk and bring any recommendations to the next meeting for consideration.

7.6. To consider Tunstead PC's request to support them with an appeal to the Planning Inspectorate against the Local Plan

It was discussed that Tunstead were unable to appeal the Local Plan, and therefore no decision to support this taken.

8. FINANCIAL & ADMINISTRATIVE MATTERS

8.1. To review this period's financial position and sign the bank reconciliation

AGREED by all.

8.2. To approve the following payments:

Ashmanhaugh and Beeston Preston Rooms

£ 96.00

Sarah Martin expenses Jan-Mar 26

£ 24.88

All payments AGREED.

8.3. To note payments made by standing order:

Sarah Martin - salary January 2026

£ 229.40

Sarah Martin - salary February 2026

£ 229.40

Payments noted.

8.4. To note Direct Debit paid – HMRC PAYE

£ 166.00

Noted.

8.5. To note Internal Auditor letter of engagement

Noted.

8.6. To consider subscription to Norfolk ALC for 2025/26

It was AGREED to subscribe (including website) for 2026/27 at a cost of £184.73 net VAT.

8.7. To review and agree the following policies:

- Standing Orders
- Financial Regulations
- Statement of Internal Control Policy

All policies AGREED as presented.

8.8. To agree review of the Biodiversity Policy

To review in line with The Common project and considered at next meeting.

9. CONSULTATION

To consider a response to - Regulation 14 Consultation – Tunstead & Sco-Ruston Neighbourhood Plan

It was AGREED to collate a response and circulate prior to submission by 22nd March 2026.

10. ITEMS FOR NEXT AGENDA – Tuesday 5th May 2026 – Annual Parish Council Meeting, followed by Annual Parish Meeting.

The Common – including scheme for cutting, Biodiversity policy, Clerks appraisal.

Meeting closed: 19:35