



Draft Aldborough & Thurgarton Parish Council Minutes

Minutes of the meeting of Aldborough and Thurgarton Parish Council

Held in the Community Centre on 8th September 2025 at 7pm.

Present:

Cllr R Gadsby (Chair), Cllr J Mumford, Cllr H Hudson, Cllr G Fiske

Clerk – Jasmine Dewbery (JD), Wendy Murphy (WM - Previous Clerk)

Members of the public: 1

1. Apologies for absence:

Cllr D Hooker, Cllr T Hooker

2. Declarations of Interest & requests for dispensations:

Cllr J Mumford regarding Church Rooms planning application.

3. Minutes:

It was proposed by Cllr J Mumford, seconded by Cllr H Hudson and with all in favour to approve the minutes from the Parish Council meeting held on the 8th July. (No paper copy was available due to a technical issue. Bring a copy to sign to the next meeting.)

4. Information on matters arising:

None

5. To adjourn the meeting to allow members of the public to speak:

None

6. Reports:

6.1 Reports from District and County Councillors:

None

7. Finance and Regulatory

7.1 To receive current invoices and agree payments:

None – although it was noted that the previous Clerk still needed to be paid their final salary up to 08.09.2025.

7.2 To receive an updated expenditure report:

Not available. Agreed this will be available at the next meeting.

Signed

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7.3 To receive an update on VAT recovery:

Not available. Agreed this will be done on the handover to new Clerk.

7.4 To receive a formal recognition of the new Clerk/RFO

It was proposed by Cllr J Mumford, seconded by Cllr G Fiske and with all in favour to recognise Jasmine Dewbery as the new Clerk/RFO.

7.5 To discuss Bank Mandate for new Clerk:

WM advised she will complete this.

8. The Green:

8.1 Village Sign update:

Cllr R Gadsby to chase as there has been no response yet regarding the crack to the sign. Advise will be sought on how to repair it.

8.2 To discuss and agree the movement of the Weavers Way sign to a new location:

Notes from Cllr D Hooker were received. The sign is not on Weavers Way. NCC have agreed that it can be moved to the corner of the Surgery Wood alongside the bridge. We require an A3 copy of the map to put on the sign. It was proposed by Cllr H Hudson, seconded by Cllr R Gadsby and with all in favour to move the sign as described.

8.3 To receive an update on the Wildflower Area:

Report from Cllr T Hooker received. It was agreed to defer this to the next Parish Meeting and discuss whether a public consultation was needed.

8.4 To agree permission for a 5 a side football team to play on the green:

Wendy Murphy (previous clerk) advised that public liability insurance would be required. It was proposed by Cllr G Fiske, seconded by Cllr H Hudson and with all in favour it was agreed to give permission for the 5 a side football, provided the insurances were in place and received. This needs to be rectified at the next meeting.

9. Planning:

9.1 To discuss and make observations on any applications received:

LA/25/1435 & LA/25/1434 - Fernleigh House – It was proposed by Cllr R Gadsby, seconded by Cllr J Mumford and with all in favour to support this application.

RV/25/1800 - Lime Kiln Farm – It was agreed to decide a response via email before 19th September.

Church Rooms planning application received just for information.

10. Parish Matters:

10.1 Parking – Aldborough School update:

Signed

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The signs that were maliciously removed have been reinstated. Highways have said they would trim the hedging and give cones. Cllr G Fiske has emailed Highways to arrange for these to be dropped at the school. It would benefit from the cones being removed on weekends etc, perhaps contact the PTA for assistance with this.

10.2 Emergency Plan update:

This is being updated and will be brought up in the next Parish Meeting. This could go on the website in draft form.

10.3 To agree to purchase a salt bin for Thurgarton Road/Old Forge:

It was proposed by Cllr J Mumford, seconded by Cllr H Hudson and with all in favour to purchase a grit bin to be situated near the Thurgarton Sign. Highways have agreed to fill it if the Parish Council purchases it.

11. To deal with correspondence:

None

12. To note items for information/future agenda. Any other items to be received by the clerk 7 days before the agenda is issues:

Playground:

- ROSPA report to be discussed.
- Visual play equipment inspection once per month for insurance purposes.
- Hedging being placed between the bollards near the play area.

The telephone box corner needs decluttering and restoration.

Christmas plans.

Discuss and agree budget.

13. Confirm the date of the next meeting:

Monday 3rd November 2025 7pm

The meeting closed at 19.51

Signed

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