



## Sloley Parish Council Meeting Minutes

Wednesday 26th March 2025

Sloley Methodist Church, Frankfort, NR12 8HG

**Present:** Rob Sadler (Chair), Leigh Rumsby (Vice Chair) Philip Madeley, Tony Smith.  
Stephanie Jones and Peter Gorton following co-option

**Also Present:** Anne Tandy, Clerk to the Council and RFO and District Councillor Nigel Dixon.

**Members of the public: 12**

1. Welcome and apologies for absence received from Caroline Churchill.
2. The co-option of Peter Gorton and Stephanie Jones were considered. It was proposed by Tony Smith to appoint both candidates. Seconded by Rob Sadler. Both applicants were welcomed to the Council and took their seats. They both signed the Acceptance of Office.
3. There were no declarations of interest in items on the agenda or requests for dispensations
4. The minutes of the Parish Council meeting held on 30th January 2025 were reviewed and approved as an accurate record of the meeting. All agreed.
5. The meeting was adjourned for public participation:
  - Concerns were raised regarding the Albert Bartlett planning application. A report was presented by Councillor Nigel Dixon regarding devolution and the reorganisation of the County Council. The proposal is for a mayoral structure and a shadow cabinet. This will be in place from May 2026. Council elections deferred for 12 months. There are structures of governance being considered and consultation is being undertaken. The 26 September 2025 is the deadline for a detailed business case to be submitted from district and borough councils. Albert Bartlett planning application had not been adequately covered and NNDC are pursuing the submission of further information

19:33 Leigh Rumsby arrived.

- Lengthy discussions continued to take place regarding the Albert Bartlett planning application. There was a request for a representative from the factory to attend a future Council meeting once the full planning application has been submitted to NNDC. It was also suggested that a meeting was set up with the factory, Worstead Parish Council and Sloley Parish Council to share information.
6. Progress was reported on matters arising from the last meeting (if not on the Agenda)
    - The appointment of Anne Tandy as Locum Clerk from 14th February 2025 was noted.
    - The completed appointment of Caroline Churchill, Leigh Rumsby, Rob Sadler and Tony Smith as bank signatories was noted.

## 7. Planning

- a. Planning application **PF/25/0452**: Jeravoy, Low Street, Sloley, Norwich, Norfolk, NR12 8HD. Demolition of existing Arcon prefabricated bungalow and erection of replacement single storey dwelling (self-build) was considered.  
Comments: Council fully support the application. No objections.
- b. Planning application **PF/24/2474**: Albert Bartlett Westwick Station Road, Worstead, North Walsham Norfolk NR28 9RX. Demolition of part existing building and erection of new cold store together with associated plant room was considered.  
Comments: Council are awaiting the full planning application to be submitted to NNDC and meetings to be held with all parties before formulating a response.
- c. The approved decision notice for **PF/23/0929** The Old Workshop, Sloley Road, Sloley, NR12 8HA, was noted.

## 8. Reports

Highways – An update on matters reported and any new issues was heard. It was reported that the road surface on Church Road is in very poor condition. The Clerk will submit to Highways.

## 9. Defibrillator

An update was heard on the installation of the device and any associated costs. An electrician has been contacted and would like to meet on site to discuss the work needed. It was agreed that the Clerk will carry out this piece of work and report the work and costs involved back to the Council.

## 10. Website

The options for provision of a Council website to meet legal requirements and the associated costs was considered. It was resolved that Parish Online will be appointed to provide a new website and email addresses at £310.00 +VAT. Proposed by Rob Sadler and seconded by Philip Madeley.

## 11. Village Sign

An update was given on the progress of arranging the refurbishment of the sign from the village fund. It was suggested that as the existing sign is in reasonable condition maybe the allocated fund could be used to purchase a new sign for an additional location in the village. The Clerk to make enquiries.

## 12. Community Resilience Plan

It was unclear whether a plan to cope with anticipated flooding events in the parish was necessary. As a starting point it was suggested that it would be beneficial to arrange for culverts to be cleared. Peter Gorton to draw information together on the locations of problem areas so that the responsibility parties can be contacted.

## 13. Norfolk County Council Devolution Consultation

The link to submit a response to the consultation is: <https://consult.communities.gov.uk/lggc/norfolk-and-suffolk-devolution-consultation/> . The deadline is 13 April 2025.

## 14. Internal Auditor

The appointment of an internal auditor for the 2024/25 year end has not been possible due to there being no up to date website. It was agreed to give the Clerk delegated powers to appoint an auditor as soon as possible.

## 15. Meeting Dates

Revised meeting dates for 2025 were agreed. These will be displayed on the village noticeboards.

## 16. Policies

- a. The Council's Standing Orders were reviewed and agreed.
- b. The Council's Financial Regulations were reviewed and agreed.
- c. The Council's Financial Risk Assessment and Risk Policy Statement were reviewed and agreed.
- d. The Internal Control Policy were reviewed and agreed.
- e. The Asset Register was reviewed and agreed.

## 17. Accounts

- a. The bank Reconciliation to 28th February 2025 was agreed.
- b. The purchase of a new laptop for the Clerk to carry out Council business at a cost of £332.10 including a 12-month subscription to Microsoft 365 was ratified.
- c. The purchase of a new mobile phone for Council business use at a cost of £9.99 was ratified.
- d. The payments listed below for March 2025 were agreed.

Date	Supplier	Description	Net	VAT	Gross
26/03/2025	Zurich	Insurance	257.60	0.00	257.60
26/03/2025	NNDC	Bin emptying – 2023/24	245.78	61.44	307.22
26/03/2025	NNDC	Bin Emptying – 2024/25	318.24	53.04	265.20
26/03/2025	NNDC	Elections - 2023	28.72	0.00	28.72
26/03/2025	P Adams	Salary	48.00	0.00	48.00
26/03/2025	A Beck	Locum	450.00	0.00	450.00
26/03/2025	A Beck	Salary	2,454.66	0.00	2,454.66
26/03/2025	London Hearts (refund to Rob Sadler)	Defibrillator	750.00	0.00	750.00
26/03/2025	Benjy Jeffries	Church grounds maintenance	500.00	0.00	500.00
26/03/2025	Argos (refund to Anne Tandy)	Laptop	276.75	55.35	322.10
26/03/2025	Tesco (refunded to Anne Tandy)	Mobile Phone	8.33	1.66	9.99
26/03/2025	A Tandy	Locum	200.00	0.00	200.00
26/03/2025	NPTS	Annual Subscription	57.50	0.00	57.50

## 18. Correspondence

- Email from NNDC - Pilot of a Community Resilience Tool - Expressions of Interest by Mon 24 Feb
- Email from NNDC Funding for projects to reduce nutrients entering our watercourses and release housing
- Email from NNDC Opportunities for adults PositiviTea-North Walsham
- Email from NNDC - Town and Parish Council briefings Agenda Reports Update

19. There were no additional items for the next Parish Council meeting on **Wednesday 21st May 2025**

The Council **RESOLVED** that in accordance with the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded during consideration of the following items due to their confidential nature:

## 20. Staffing

- a. Anne Tandy was appointed as the new Parish Clerk from 1 April 2025. All agreed.
- b. The terms and conditions of employment were reviewed and agreed.
- c. The employment contract was agreed and will be drawn up to be signed before 1 April 2025.

Meeting Closed at: 20:50

Signed: .....

Dated: .....