

HARPLEY PARISH COUNCIL

Minutes of Parish Council meeting held on Thursday 19 March 2026 at the Village Hall

Present: Cllr Case (Chairman), Cllr Pocklington, Cllr Edwards, Cllr Rowley

Also present, Michelle Wroth (Parish Clerk), and 4 members of the public

Cllr Case opened the meeting by sharing the sad news of the passing of Cllr Steed, Cllr Case thanked Cllr Steed for his contributions to the Parish and condolences to his family.

1. Declarations of Interest (25/83)

- a) To receive declarations of interest - None

2. Apologies for Absence (25/84)

- a) To receive apologies for absence – Borough Cllr Beales

3. Minutes (25/85)

- a) The minutes of the meeting held 29th January, having been previously circulated, were accepted as a true record and duly signed
- b) Matter arising from minutes of previous meeting(s) – Information Only
- NALC have setup the new parish gov.uk website and email addresses for the Clerk and Councillors to use for Council business

4. Public Participation (25/86)

- a) Items raised by the public included:
- The Village Hall and its future – due to the age of the building the Village Hall Committee are investigating the possibilities of a new Village Hall being built
 - Any updates on Freebridge – no updates available
 - Any update on the BT Kiosk – to be discussed item 8a
 - Planning item 6a 26/00172/F – would like the Council to consider objecting to the application as it is outside of the redline boundary and that the Freebridge application for 16 dwellings took up the ‘windfall site’

5. To receive reports (25/87)

- a) County Councillor – No report received
- b) Borough Councillor – No report received

6. Planning (25/88)

- a) Consider Planning Application(s):

Reference	Address	Details	Decision
26/00172/F	Land at Millers Lane, Harpley	Proposed Self-Build Dwelling	OBJECT

- b) Consideration of applications arriving after publication of agenda

Reference	Address	Details	Decision
26/00312/F	Barn N of Hillcrest, Rudham Road	Proposed conversion of barn to dwelling and single storey extensions	APPROVE

- c) Other Planning matters, including recent decisions - None

7. Finance (25/89)

- a) Consider Payments to be made – agreed; decision carried

Name	Description	Gross
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CHAIRMAN: ADAM CASE

EMAIL: CLERK@HARPLEY-PC.GOV.UK

WEBSITE: WWW.HARPLEY-PC.GOV.UK

Salaries	Salaries (March)	334.68
Unity Trust	Service Charge – January	6.00
Unity Trust	Service Charge – February	7.00
NALC	Website hosting	186.13
NPTS	26/27 Annual Subscription	149.30

- a) Consideration for payments to be made received after publication of agenda agreed; decision carried

Name	Description	Gross
M Wroth	Expenses Feb – March	43.20

- b) To note receipts – VAT reclaimed £1,791.85 received 17/02/26 - NOTED
c) Bank Reconciliation at 28.02.26 – Reserves of £5,009.96 - NOTED

8. Other items for consideration (25/90)

- a) BT Kiosk – discuss and decide on next steps to convert into book library
ACTION: Cllr Rowley to check the kiosk to see if there are any leaks and whether it requires ventilation – carry to next meeting
b) Trees on Brickyard Lane
ACTION: To look at the possibility of moving the 2 sycamore trees which were planted on Brickyard Lane
c) Appoint Internal Auditor for 25/26 – Council unanimously agreed to appoint Roger Gillett as the Internal Auditor for 25/26.
d) Review Data Audit – Unanimously agreed - carried
e) Review FOI Guide – Unanimously agreed - carried
f) Review Record Management Policy – Unanimously agreed - carried

9. Correspondences (25/91)

- a) Email – Cleaning/maintenance of the Bus Shelters on A148 – Cllr Case will assess the work required
b) Great Massingham and Harpley Primary School VC consultation – Council Support
ACTION: Clerk to respond
c) Houghton 2026 letter received it will take place 6th-9th August 2026 - Noted

10. Other items for discussion (25/92)

- a) Matters raised by Cllrs – for discussion only
- Repositioning of a SAM2 Highways and Cllr Rowley actioning
 - Cllr Rowley to talk with Highways to investigate lowering the Speed Limit on Nethergate Street
 - Cllr Rowley and Cllr Edwards will be trained to complete the required defibrillator checks
- b) Receive future agenda items

11. Next meeting (25/93)

- a) To confirm the next meeting as at 7pm in the Village Hall, on Thursday 21st May 2026 this will be the Annual Parish Council Meeting and will follow the Annual Parish Meeting

Meeting closed at 19:54

Signed:.....(Chairman) Date:.....

CHAIRMAN: ADAM CASE
EMAIL: CLERK@HARPLEY-PC.GOV.UK WEBSITE: WWW.HARPLEY-PC.GOV.UK