

FLEGGBURGH PARISH COUNCIL

THE ANNUAL PARISH MEETING

Held at Fleggburgh Village Hall on Wednesday 16th April 2025 at 7.30pm

The attached minutes were approved at the Annual Parish Meeting on 15th April 2026. A copy was signed by Councillor Terry Gammans (FPC Chair) following the meeting's unanimous confirmation that the draft minutes were a true record of the proceedings.

FLEGGBURGH PARISH COUNCIL
THE ANNUAL PARISH MEETING
Held at Fleggburgh Village Hall on Wednesday 16th April 2025 at 7.30pm

In attendance: Parish Council Chair Keith Osborne, Parish Councillor David Flowerdew, Parish Councillor George Manning & Borough Councillor Adrian Thompson.

Other members of the public and representatives: 7

Minute taker: Miss L Dawson

1. Apologies received

Jean Lindsay from Clippesby, St Peters Church
Paul Johnson, Parish Clerk
Terry Gammans, Parish Councillor
Christine Merritt, Parish Councillor

2. Minutes

The minutes of the Meeting held on 17th April 2024 were APPROVED as a true and correct record of the meeting and signed by the Parish Council Chair. PROPOSED Jackie Payne, seconded Keith Osborne.

3. Parish Council Reports

a. Chairman's Report

Parish Council Chair Keith Osborne reported.

b. Parish Council Financial Report

The Budget Expenditure Report for 24/25 was received by the meeting.
A short explanation of the report was provided by Cllr Keith Osborne.

4. Reports from Outside Bodies

- a. Borough Council – Adrian Thompson, reported to the meeting.
- b. County Council – Andy Grant, none received.
- c. Police – PC Callum Ball, none received.

5. Reports from Village Organisations

a. Clippesby PCC

A written report was read by Parish Council Chair Keith Osborne.

Billockby and Burgh St Margarets Churches, churchwarden Margaret Alston reported to the meeting.

b. Little Explorers Nursery

No representative present and no report provided.

c. Fleggburgh Primary School

No representative present and no report provided.

d. Fleggburgh Village Hall

Jackie Payment, Chair of Fleggburgh Village Hall reported to the meeting.

e. Billockby and Burgh Land Trust

A written report was read by Parish Council Chair Keith Osborne.

f. Any other village organisations

Nigel Hearth who volunteers for the SAM2 management, Speed Watch team and newly launched Neighbourhood Watch Provided a report.

6. General Parish Issues

a. Any Other Issues

Lack of attendance from the County Councillor.

Litter picking equipment is available in the Village Hall for parishioners to access if they would like to.

Meeting Closed: 20:02

Signed:

Dated:

Item 3.a – Parish Council Chair's Report

Good evening and welcome to the Annual Parish Meeting.

What an interesting and challenging year it's been in Burgh St Margaret, Billockby, and Clippesby for Fleggburgh Parish Council.

Firstly, we started the year in May 2024 with the resignations of two valued councillors, Ricky Doyle and Fran Dockerty. My thanks must go to them for their efforts in securing the pedestrian crossing and adoption of our Neighbourhood Plan amongst other projects.

This meant your Parish Council became inquorate, with only Christine Merritt and myself remaining. Great Yarmouth Borough Council therefore appointed BCllr Adrian Thompson and BCllr Gary Boyd to enable the day-to-day business of the council to continue. My thanks must go to them both for offering their services.

As you will hopefully appreciate Fleggburgh Parish Council can be made up of nine (9) councillors but since September 2021 has never achieved a full compliment. In August 2024, the Parish Council was pleased to receive three (3) applications to join and consequently David Flowerdew, Terry Gammans, and George Manning were happily co-opted onto the council. So, whilst Council is again quorate, there still remains four (4) vacancies and I would encourage parishioners to get involved and help because together we can bring the necessary development of Fleggburgh in line with the wishes of our parishioners.

In March 2025, our Clerk, Catherine Moore, resigned and my thanks must go to her for keeping the Parish Council on track. I am pleased to advise that the Council has been fortunate to appoint Paul Johnson as Parish Clerk. Unfortunately, due to personal commitments Paul cannot attend tonight's meeting, but Lolly Dawson as agreed to act as Clerk. My thanks to Lolly for standing in.

The Parish Council has a new website, please do have a look at it as it includes useful local information and updates regarding your Parish Council, meetings, policies, accounts, etc.

Setting the budget and precept for the period 2025/26 proved to be a challenge taking into account both actual and potential changes to the concurrent function grant funding from Great Yarmouth Borough Council. Hence, grants being made by the Parish Council to both the Village Hall and Playing Fields Committee plus the Flegg Parochial Church Council in respect of maintenance of their green spaces. Other projects planned within the budget are improvements to Gateway Signs, review of the Neighbourhood Plan, tree works on the land between Tower Road and Main Road, plus supporting the Village Hall with a grant towards a car park extension.

Potential projects for the future are to seek opportunities to enhance the environment around the village centre; improving the access to the bus stop opposite the Kings Arms; improving the footpath

connections to the services and facilities; improving road safety at recognised traffic pinch points; protecting the historical buildings; within the parish.

I would like to thank the various groups of volunteers within the parish for the work they do in keeping our villages nice – planting of bulbs and tidying of hedgerows and footpaths, emptying of dog waste bins, and community speedwatch. My thanks must go to the Village Hall and Playing Field Committee for their enthusiasm and tireless efforts in ensuring this most valued asset is well utilised, providing events and a great facility for us all to enjoy. Additionally, thanks must go Nigel Hearth for managing the SAM2 speed monitoring equipment which provides valuable information regarding traffic movements and to Fran Dockerty for taking the lead in respect of the Neighbourhood Plan review.

We should all be truly grateful to our volunteers for their time and effort they put into helping make our Parish a nice place to live.

Finally, thankyou for attending this meeting and please support your community.

Keith Osborne

Chair, Fleggburgh Parish Council

Item 3.b

Fleggburgh Parish Council			
Accounts for year ending 31st March 2025			
	2024/25	Budget 2024/25	2023/24
Income			
Precept	£ 8,417.00	£8,417.00	£ 7,600.00
Concurrent Functions	£ 2,300.00	£2,300.00	£ 3,540.00
Recycling	£ 182.62	£0.00	£ 159.00
Land Rent	£ 2,496.00	£2,500.00	£ 2,496.00
Misc	£ -	£0.00	£ 40.00
Grants and Donations	£ 6,620.00	£1,900.00	£ -
Road Crossing	£ -	£0.00	£ -
Interest	£ 905.86	£800.00	£ 858.38
VAT Reclaim	£ 3,921.63	£0.00	
Total	£ 24,843.11	£ 15,917.00	£14,693.38
Expenditure			
Clerk Salary	£ 5,980.84	£5,000.00	£ 4,527.32
HMRC	£ 1,250.84	£0.00	£ 1,003.99
Mileage	£ -	£0.00	£ -
Administration	£ 51.87	£150.00	£ 95.95
Working from Home Allowance	£ 65.00	£0.00	£ 5.00
Training	£ 156.00	£600.00	£ -
Subscriptions	£ 677.64	£400.00	£ 401.29
Audit	£ 120.00	£120.00	£ 95.00
Bank Charges	£ 71.40	£72.00	£ 40.11
Meeting Costs	£ 140.00	£200.00	£ 613.00
Insurance	£ 313.43	£260.00	£ 255.54
Grass Cutting	£ 960.00	£2,750.00	£ 1,658.00
Burial Ground	£ 4,015.00	£3,965.00	£ 3,781.00
Open Spaces	£ 1,790.00	£0.00	£ 2,811.35
Neighbourhood Plan	£ 5,100.00	£0.00	£ -
Recycling	£ -	£0.00	£ 82.80
Repairs	£ -	£0.00	£ -
Equipment	£ -	£3,800.00	£ 622.60
Events	£ -	£0.00	£ -
Road Crossing	£ -	£0.00	£ -
Election Costs	£ -	£0.00	£ -
S137	£ 50.00	£500.00	£ 20.99
Miscellaneous	£ 1,015.00	£700.00	£ 840.00
VAT	£ 2,453.01	£0.00	£ 1,236.68
Contingency	£ -	£300.00	£ -
Total	£ 24,210.03	£18,817.00	£18,048.64
Balance B/f	£ 41,935.15		£ 45,290.41
Income	£ 24,843.11		£ 14,693.38
Expenditure	£ 24,210.03		£ 18,048.64
Balance c/f	£ 42,568.23		£41,935.15
Represented by			
Unity Current	£ 1,358.94		£ 11,350.47
Unity Deposit	£ 41,701.44		£ -
Lloyds 32 Day	£ -		£ 31,070.83
Unpresented Cheques	£ 492.15		£ 486.15
	£ 42,568.23		£41,935.15
Difference	£ -		
Earmarked Reserves			
Election Reserve	£ 1,500.00		£ 1,500.00
Legal Fees Reserve	£ 4,000.00		£ 4,000.00
Staffing Costs Reserve	£ 1,000.00		£ 1,000.00
Unspent Projects 2024/25	£ -		£ -
Village Gateways Rollesby Road	£ 1,900.00		
Office Equipment Reserve	£ 500.00		£ 500.00
Land Maintenance Commuted Sum	£ 17,582.65		£ 18,077.65
Neighbourhood Plan	£ 1,520.00		
General Reserve	£ 14,000.00		£ 14,000.00
	£ 42,002.65	£ -	£39,077.65
Free Funds:	£ 565.58		£ 2,857.50

Item 4.a – Borough Councillor Adrian Thompson’s report, as presented;

As at the end of last year I would like to see Fleggburgh have a flagpole, as the VE Day 80th anniversary flag is coming to celebrate VE day on 8th May 2025.

The bulb planting in Fleggburgh and surrounding villages is superb, there have been fantastic comments from the public on them.

The double yellow lines proposals for Town Road and Main Road, are still in discussions, first Highways were asked for these, and as there hadn’t been any fatalities they were not initially approved, we then wrote to appropriate other bodies, including the Borough Council, Norfolk County Council and local MP, and informed them all of the real need for double yellow lines and for the safety of these locations, the village survey showed that 96% of people would support double yellow lines, we are currently in negotiation to get funding for the project which offers a minimum of £5,000 and a maximum of £15,000, if successful there should be progress seen within 12 months.

The bus service improvements continue to go well, I have asked for the Norwich to Great Yarmouth route to be a permanent service going forward, as currently only available out of school time, as the company is using a school bus to run this service.

Neighbourhood Watch Scheme is now active in the village, it is good to know that the overall crime rate and antisocial behaviour rates are low, I’d also like to thank Nigel for the work that he does with the Neighbourhood Watch Scheme.

Devolution is current topic at the Borough Council, who have opted for their preferred new structure to include three unitary councils for Norfolk, one based in Great Yarmouth, one in Norwich and one in Kings Lynn, each representing the surrounding approx. 300,000 people. The Business plan is to be put forward by Sept 2025, with a decision by Dec 2025. In May 2026 the Mayoral elections for unitary council will take place and in May 2027 the Councillor elections will take place, to coincide with whatever structure the council takes, whatever happens though, Parish Council's may become more important than ever, Fleggburgh is fortunate in that it has a large number of local groups and committees, all working collectively and cohesively with the Parish Council. Thanks to the Parish Council and the local groups, committees and volunteers for all they do.

Item 5.a – Clippesby PCC

Clippesby Church Report

Electoral Rolls were all revised this year (it happens every six years) we have 14 names.

We are in a Team of 17 Churches, named 'Flegg Parish Churches', and this is divided into three groups, North, East and, ours, South, which comprises, Burgh St Margaret's, Billockby All Saints, Thurne St Edmunds, Runham, Stokesby and St Peter's Clippesby.

In Clippesby PCC we have been reviewing our times of Services and we are moving to a regular 11am morning slot on the 2nd and 4th Sundays hoping this will work better for a congregation. However the Wild Church Services times will remain at 3pm on the last Sunday of the month and will move around each of the Churches in our South Group.

Wild Church through its Family Discovery Days aims to connect families with the Creator through the Creation, meeting in the great outdoors, Churchyards, Farmyards and the Countryside. The first one this year was at St Peter's and this Month's is at Thurne Churchyard with next month's at Billockby Hall's Farmyard for Rogation Sunday. We have flyers for people with this year's dates on and you can see Wild Church is in Fleggburgh Churchyard at the end of August.

There were no Christenings or Weddings in Clippesby Church this last year and sadly one funeral, John McCarthy.

The Churchyard has had its usual carpets of snowdrops coming through and now it is a picture of loveliness with primroses everywhere. Of course, these will soon be covered by grasses and other Spring growth but they are worth seeing now if you have a little time to spare.

The Fundraising Team continue to raise money with fetes, concerts and other efforts, for the conservation of the stained-glass windows and we will try to access grants as it will be a very costly thing.

The Coffee, Cake and Chat morning on the first Tuesday in the month still flourishes and everyone is welcome to come along at 11am. And we are pleased to welcome people to our services as well as to our functions. We value the support of the Fleggburgh Parish Council in the maintenance of the graveyard, it is greatly appreciated, thank you!

Jean and Clippesby PCC

Item 5.a continued, Billockby and Burgh St Margarets Churches

Churchwarden Margaret Alston reported that the fabric of both churches is good, but there is continual work in keeping them in good order, Fleggburgh church has two services a month, these are poorly attended, with the average number in the congregation being 4 people. The reverend attends assemblies at the school 2 to 3 times a week and when the children come to church for Harvest, Christmas, and Easter the place is packed, with very good attendance however they attendees to these events, do not return on a regular Sunday. The churches have a very good

fundraising committee to raise funds to keep it going, with a big event on this coming Saturday, a coffee morning and easter egg hunt, and we are hoping for good attendance. The Parish share for next year is £8000, which we do not feel we will meet, this amount has to be paid to the diocese. Reverend Phil is part-time, working 4 days a week. Billockby only has services in the summer due to its location, the first service tomorrow 17th April for Maundy Thursday, there may not be any further services this year, this is in discussion.

Item 5.d – Fleggburgh Village Hall and Playing Field.

I am reporting for the period March 2024 to February 2025. During this time, we focused on three major projects. Namely redecorating the toilets at the hall and creating a mural in the main hall. These have both been completed. The third project of extending the car park to create parking for an extra 40 plus cars is ongoing and plans are with GYBC at this time.

Parishioners, school children and the art and sewing club members helped to create a poppy display for Armistice 2024 which will be displayed again with the upcoming 80th anniversary of VE day.

The hall continues to host many inclusive clubs on weekdays and the hall is regularly used for life event celebrations and committee organised events at the weekend.

The Filby Wanderers football club started playing on the field at the start of the football season and are likely to be promoted which is fantastic. The football club members have worked very hard on improving the field into a playable pitch and we are working on further improvements for the upcoming season.

I would like to thank the committee and volunteers for their hard work this year. We welcome new ideas and volunteers. We look forward to seeing more parishioners in 2025

Jackie Payne

Item 5.e - Billockby and Burgh Land Trust

Over the past year the Trust has operated under its normal conditions, renting out its land holdings, ranging from; allotments to agricultural to conservation. The income from these arrangements has been used to the benefit of over 60 recipients in the Christmas Poores distribution. The Penny Load charity gave 60 loaves of bread on plough Monday, the children of Fleggburgh Primary School. Some income is used for continuing improvements of the Trusts land holding i.e fencing, dredging, track repairs & ongoing improvements to the Parish Staithe.

The trust continues to use Brown & Co as managing agents and the Broads authority & Natural England to advise & carry out relevant works.

During the year the trustees have changed; the Rector has become a Trustee. Geoffrey Tibbenham has resigned and Leonie David has retired. Terry Gammans has been proposed as a trustee by Fleggburgh Parish Council and soon to attend his first meeting. Richard Jordan the trust secretary for over 25 years has retired, and the Trust would like to thank him for his excellent service over the years. Brown & Co will be providing secretarial assistance to the Trust in the future. Further details on all aspects of the trust can be obtained through our website or by writing to the secretary of the Trust; care of Billockby Farms Ltd office, Billockby Hall.

Item 5.f

Volunteer Nigel Hearth reported;

1. SAM 2

Another period of deployment for the two Speed Awareness Modules. These units are deployed at approved sites and record the speed of traffic heading towards them. The data is then downloaded, and summary information is prepared and issued to the Parish Council who post this data on their website.

These devices are very reliable with no failures since October 23. Considering they are out in all weathers, and one was subject to egg abuse, yes outside the Sports Centre, they are well built and well protected.

Overall, the monitoring shows that most drivers are adhering to the speed limits, with the occasional motorist being recorded in excess of twice the speed limit.

2. SpeedWatch

Another busy year with mostly monthly sessions being held. I wish to pass on my thanks and appreciation to all the volunteers who have participated in these sessions. We get the occasional thumbs up and occasionally less than pleasant hand gestures, but overall local drivers are appreciative for the work we do. We receive excellent support from Norfolk Police who receive our submissions and process them through their systems. Within the last year only one recipient of a letter disputed our claim and provided dashcam footage in support. This we believe was because of where we were stood, and the range of the speed camera picking up the vehicle ahead of the change of speed limit.

Unfortunately, we have lost some volunteers, principally through health reasons, so a recruitment drive is recruited. Posters are being arranged and perhaps the PC could post something on their website to encourage parishioners to support this local service.

3. Neighbourhood Watch

This is the largest volunteer-led crime prevention charity in the country.

A new local scheme was established and approved on 20th June 2024. This was an initiative of Adrian Thompson, Borough Councillor, and the scheme is called Broadland Villages. Leafletting and signage was put in place but there is more to do to get the scheme more prominent. Winwo stickers are available to assist.

Membership stands at 21, so a lot more effort is needed to publicize its existence. Again, if there are folks interested in joining to learn more about how to keep themselves and their property safe, then I urge them to sign-up. Information is also provided on Cybercrime, and I would like to thank Jackie Payne for arranging a talk from Cyber Security Advisor from Norfolk Police which was very well attended and very well received.

It's a simple process to sign-up and select what information you are interested in and you receive regular updates.

Nigel Hearth

DRAFT