

**THESE MINUTES ARE DRAFT UNTIL APPROVED AT FLEGGBURGH PARISH
COUNCIL'S ANNUAL PARISH MEETING IN APRIL 2027**

DRAFT MINUTES OF ANNUAL PARISH MEETING held 15/4/2026

Held at Fleggburgh Village Hall

Duration 6pm to 7.30pm

The agenda had been made available on 30 March 2026

Residents had been informed that this is an open public meeting chaired by the Chair of the Parish Council. Eleven members of the public were welcomed and invited to speak and raise any issues for discussion under General Parish Issues.

Present: Cllrs Gammans, Flowerdew, Merritt, Manning, Osborne and Thompson.

MINUTES

1. Apologies received from PC Callum Ball.
2. The minutes of the Annual Parish Meeting held on 16th April 2025 were unanimously approved without amendment. These were signed by Cllr Gammans following unanimous support from those in attendance.
3. Parish Council Reports
 - a) Chair's Report

The Chair reported that it had been a privilege to serve as FPC Chair since May 2025. The Chair noted that the team of Councillors and the Clerk had all been in post during this period, and this continuity has contributed to the outcomes to improve the public realm.

The Chair recorded his thanks to all the volunteers who support FPC's activities. These include footpath wardens, dog waste collectors, members of the public who bring issues to FPC's attention, cemetery tidying team, Councillors and members of the public who planted 4000 bulbs in Clippesby and Fleggburgh, Councillor Adrian Thompson who provided the bulbs free of charge as part of his GYBC Salary Sacrifice arrangement, Speed Awareness Monitoring Operatives led by Nigel Hearth and his team of volunteers, the Chair's own team of unpaid Councillors who have taken on various projects such as the double yellow lines, two new bus shelters, extended footpath on Main Road A1064, and cycle stands.

Councillor Keith Osborne has ensured that the FPC Neighbourhood Plan is properly reviewed as required by legislation. Councillor Christine Merritt has helped FPC and FVH to work together particularly in connection with the car park project.

Councillor Adrian Thompson assisted with the limestone granite being delivered to the Common Track to keep this area accessible for all parishioners. Councillor Christine Merritt worked with the Community Payback Team who spent many hours of work free of charge cutting back overgrown hedges.

FPC has been supported throughout by our Parish Clerk. We must not stand still, and we are aiming to repeat more transformational projects in 2026/27.

b) Clerk's Financial Report

The Clerk discussed the detailed receipts and payments for the year ended 31/3/2026. These are posted on the FPC website. Total receipts in the year were £41,942. Total payments in the year were £27,528. At 31st March 2026 FPC had £57,262 in its bank accounts. At 31st March 2026 Earmarked Reserves were £40,734 and General Reserves were £16,528. The budget for 2026/27 was set in January 2026 and details are on the FPC website.

4. Reports from Outside Bodies

a) Borough Council – Adrian Thompson

Adrian referred to the increased bus frequency, the monitoring of parking on the double yellow lines by GYBC ticket office, and the need for more housing in GYBC's area. This would be reflected in the Call for Sites.

b) County Council – Andy Grant – no report (Andy Grant did not attend).

c) Police – PC Callum Ball

Whilst Callum Ball had sent his apologies (he was unable to attend due to annual leave) he had reassured the Clerk in a recent exchange of emails before the meeting that the Police were actively monitoring compliance with the new parking restrictions.

5. Reports from Village Organisations

a) Clippesby, Billockby and Burgh St Margarets Churches

A church representative reminded the meeting of the cost of upkeep of the challenges and the cost of upkeep of these special buildings and places.

b) Little Explorers Nursery – no report

c) Fleggburgh Primary School – report attached

d) Fleggburgh Village Hall – report attached

e) Billockby and Burgh Land Trust – Councillor Gammans commented that this Trust can support individuals wherever there was a special need.

f) Speed Watch Coordinator – report attached.

6. General Parish Issues

The start time of FPC Parish meetings was discussed. The suitability of using the Community Payback Team was also discussed in some detail.

Fleggburgh Church of England Primary School report for Parish Council AGM

Our school has 3 classes and an onsite nursery Little Explorers which is run independently. The school has not yet academised and is part of Norfolk County Council. The school is a church school and is well supported by the Diocese of Norwich. Rev Phil Rodd leads Collective Worship each week and the school has an Open the Book Collective Worship weekly too.

Fleggburgh had a SIAMS inspection in 2025 and did very well. The school will be due Ofsted in 2026-27.

At Fleggburgh we try and give pupils lots of different opportunities during their time with us. In the spring term we had a whole school trip to Gressenhall to learn about the Victorians. We celebrated reading on World Book Day and the whole school dressed up as a book character. We also took our eldest children to the Horstead Centre for 3 days in January. The children got to experience lots of outdoor activities as well develop skills in perseverance, resilience and independence. We raised money for Comic Relief in March and on the last day of the spring term we had an Easter Service and an Easter egg hunt!

The school has 9 children due to join Reception in September which means we are over our PAN. There are currently 54 children on roll.

There is a proactive Friends committee who raise money for the school. Like all schools, lack of funding is a huge issue which we face.

The school has strong links with the other schools in the federation but also has links with other schools. There are still some sporting tournaments each year with the Acle Cluster.

We are always striving to improve and we are fortunate to have a dedicated staff team who are willing to go over and above for the children in our care. Mrs Ingrid Rounce is our Head of School and has been at the school for many years. She knows all the families well and the school has a settled staff.

If any members of the parish council would like a tour of the school please contact the school office and we would be very happy to show you around.

Hayley Sonnex Executive Headteacher 14/04/26

Chair Fleggburgh Village Hall and Playing Field Report to Parish Council Annual Meeting 15 April 2026

I am reporting for the period February 2025 to date. During this time the committee has poured its energy into various projects as well as the day-to-day management of the hall. Our hall is a central part of the Fleggburgh villages and is widely used by all ages and abilities in our community.

The main ongoing project has been the proposed car park extension. This project was started in Spring 2024, planning permission has been granted by Great Yarmouth Borough Council and the next phase of this project is in progress. Other projects have been reviewing the heating system in the hall. We are very grateful to Keith Osborne, in his capacity as a parishioner, for his work on this.

We have purchased a new booking system called Hallmaster which makes the whole process more streamlined for hirers and admin of bookings. The front porch and doors of the hall have been repainted. General maintenance for example gutter clearance and window cleaning are part of an ongoing programme along with the other annual checks that are legally required.

Two new CCTV cameras have been installed to the rear of the hall. This is one of the conditions of the new car park, but was being considered by the committee anyway, to deter mischief near the portacabins. We have had 5 cycle stands installed at the front of the hall. Thank you to Fleggburgh Parish Council for this grant initiative and especially to Paul Johnson the Parish Council Clerk for his work in finding possible funding streams for the hall.

We are delighted to have been a winner in the Penguin Little Bookshop initiative. A huge thank you to Gemma Flowerdew, a friend of the hall, for coordinating the project and for being our ongoing bookstop fairy.

We are looking forward to the many events planned for 2026 and welcome support from the Parish Council and community members.

Jackie Payne

Chair - Fleggburgh Village Hall and Playing Field committee

Annual Report to Fleggburgh Parish Council



Three subjects to report:

1. Community Speedwatch
2. SAM2 Reporting
3. Broadland Villages Neighbourhood Watch

1. Community Speedwatch

Our volunteers have held multiple sessions in the past 12 months, generally aiming to hold two sessions a month. This hasn't always been possible either through availability or bad weather causing cancellation. The results of these sessions are forwarded to Norfolk Police who will decide as to next steps.

On a bad day we record around 8-10 speeders per session, these are motorists who are exceeding 35 mph in a 30 zone or 46 mph in a 40 zone, and on a good day no speeders at all. We are aware that our presence is often broadcast either via social media or certain satnav apps, but we are not concerned by that, any method to assist in changing behaviour is welcomed.

In-order to comply with data protection requirements, we delete and destroy all records submitted to Norfolk Police immediately after submission.

An interesting fact that came out of the Norfolk County wide assessment of SpeedWatch sessions and the action taken by Police re: speeders, was that the average age of a speeder was between 52 and 60.

As to be expected, the volunteers receive many positive signs from the passing motorists, with majority in favour, however, there will always be those that wish to show alternative emotions. Which perhaps those motorists are unaware of that abusive signals will be reported to the Norfolk Police.

We are very short of volunteers which impacts our ability to operate speedwatch sessions, I would ask all councillors and readers of this note to engage with their neighbours and parishioners to recruit additional volunteers, all would be welcomed, and full training will be given. A maximum of 1 or 2 hours per month is all that is required.

It appears that other local Speedwatch teams are also short of volunteers, perhaps the FPC could reach out to other local parish councillors and suggest a pooling of volunteers that could be shared.

I wish to put on record my thanks and appreciation to all volunteers for their support and good humour through this past year.

2. SAM2 Reporting

The Parish Council own 2 x Speed Awareness Modules (SAM2). These are deployed throughout the village and operate 24X7. They record the speed the vehicle is travelling as it is approaching the SAM2. This is logged in the memory. The SAM2 stays in position for approximately 4 weeks. The SAM2 is then removed, and a data cable is plugged in to download the data captured. The data is analysed, and a summary report is produced which provides data of the number of vehicles logged, the time and date, average speed of all vehicles, number of speeders and the speed they were travelling at and the highest recorded speed. These summary reports are distributed to the Parish Council which then uploads to their website for parishioners to view.

Overall, our roads are not being used as race-tracks and we have evidence that most motorists are complying with designated speed limits. Of course, you will always come across idiots who show no regard to rural villages and the risks that exist. However, with the urban expansion around Caister, we need to continue to monitor and look for trends.

The SAM2's does not record number plates, however, it should be noted that Suffolk County Council has 6 x ANPR cameras which are moved around, so perhaps The Parish Council could lobby Norfolk County Council and get some of these cameras available for Norfolk to utilise.

3. Broadland Villages – Neighbourhood Watch

The membership of Broadland Villages has remained static this past year despite leafletting, we have 20 members who have registered their details, and hopefully receiving regular updates on personal safety, device safety and how to keep safe online etc.

As a Neighbourhood Watch volunteer, you can have free access to lots of helpful advice and support, at the click of a button. The Knowledge Hub is an online resource for all volunteers, from Coordinators, Associations, Cyberhood Watch Ambassadors, Membership Support Administrators and Youth Council. It has online forums, helpful ideas and more information about how to get the best out of your membership with Neighbourhood Watch.

Unfortunately, due to other demands, I am seeking someone who will be able to devote more time to fulfilling the co-ordinators' role. Initially, I will email all members to determine interest.