

THESE MINUTES ARE DRAFT UNTIL APPROVED AT THE NEXT FPC MEETING

MINUTES OF MEETING OF FLEGGBURGH PARISH COUNCIL HELD 5 AUGUST 2026

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Tel: 07502 735991; Email: clerk@fleggburghparishcouncil.gov.uk

Chairman: Cllr Terry Gammans, Vice Chairman: Cllr David Flowerdew, Parish Clerk: Mr Paul Johnson

Members of Fleggburgh Parish Council (FPC) had been summoned to attend an extraordinary meeting of FPC held on Wednesday 5 August 2026 at 10.30am at Fleggburgh Village Hall for the purpose of transacting the business detailed in these minutes. Members of the press and public had been invited to attend.

This extraordinary meeting was called by the Chair to enable a decision to be made on a matter that cannot wait for the next scheduled meeting of FPC. The next scheduled meeting of FPC is on Wednesday 9 September 2026 at Fleggburgh Village Hall at 7.00pm.

3 members of the public attended. Councillors Merritt, Flowerdew, Osborne and Manning attended.

1. **Apologies for absence** – Cllr Adrian Thompson and Cllr Terry Gammans had sent their apologies. Other commitments prevented them from attending. In the Chair's absence it was agreed that Cllr David Flowerdew would chair the meeting.
2. **The following declarations of interest for items on the agenda and applications for dispensation were recorded for items 2a) and 2b):**
 - a) FPC is the custodian trustee of Fleggburgh Village Hall and Playing Field (FVH&PF).
 - b) Cllr Merritt is a committee member of FVH&PF as FPC's representative.
 - c) Cllr Flowerdew is related to the applicant for planning application in 6(b).
 - d) Cllr Flowerdew is related to the director of Burgh Homes Ltd which may be party to a covenant for the property in the planning application 6(a).

It was agreed that all the Councillors present can participate in the discussion of item 5 on the agenda which relates to Fleggburgh Village Hall car park. It was further agreed that Cllr Flowerdew could remain in the meeting for the planning applications in item 6 but could not participate in any of the discussions.

3. **The draft minutes of the meeting held on Wednesday 8 July 2026 were amended to reflect the names of the Councillors in attendance.** They were unanimously approved with the exception that Cllr Flowerdew abstained from voting on the approval of the minutes of the meeting. This was because Cllr Flowerdew did not attend the meeting on 8 July 2026. The Councillors approved Cllr Merritt to sign the minutes as evidence of their approval.
4. **Public Participation**
 - a) The Councillors had noted *Public Under Standing Order 20(c)*: Public Participation Time shall not exceed 15 minutes and no one person shall speak for more than 3 minutes in both cases unless directed otherwise by the Chair. This period is set aside during the meeting for public comments, where residents of the Parish are invited to raise issues or give comments for the Council to discuss either at the meeting or at a future meeting.

A member of the public asked about the replacement of the gate and gatepost to the closed churchyard. FPC Clerk confirmed that GYBC had acknowledged they would pay for and complete this project. The Clerk had been told some weeks ago that the procurement process was in progress.

The Clerk offered to get an update from GY Services.

b) County / Borough Councillors & Police

NCC Cllr Jason Hughes had offered his apologies and GYBC Councillor had confirmed that he had no report to share. No response from Police. It was noted that the Neighbourhood Policing Event would be held at FVH on Tuesday 25 August 2026 6pm to 7pm. All welcome.

5. Decision required on Acceptance of Funding for Car Park Resurfacing and Extension ('The Works') and Decision required on Appointment of a Contractor to complete The Works.

The Councillors noted that the detailed information on The Works including the risks involved is given in the Meeting Document entitled 'Fleggburgh Village Hall Car Park' published on the FPC website.

The Councillors also noted that detailed Receipts and Payments for FPC for the 4 months to 31 July 2026 and FPC's balance sheet at 31 July 2026 are given in the Meeting Documents to enable an appreciation of the financial position of FPC. These are published on the FPC website.

The Councillors noted that they would need to review in due course FPC's and FVH&PF's insurance arrangements to ensure that they accommodated the risks associated with the car park project. The Councillors also noted that drainage specialists had opined on the detailed construction of the new extension car park. These changes had been passed to LSL Surfacing Ltd and FPC were waiting to be informed of any changes to the project costs.

- a) After detailed discussion the funding offer was accepted. It was unanimously approved that the funding agreement could be signed by the Chair in accordance with the FPC procedures.
- b) After detailed discussion the contract with LSL Surfacing Ltd was approved unanimously.
- c) The Clerk was authorised to open an additional bank account with a new licence holder in the name of FPC with the same mandate. The account will be instant access, interest bearing, and with online access.

6. Planning Applications

Cllr David Flowerdew remained in the meeting but did not participate in discussions on this item.

- a) Councillors considered and raised no objections to GYBC Planning Application Ref. 06/26/0538/HH Single Storey Rear Extension, Single Storey Side Extension and Porch to Front at 5 Pipistrelle Close, Fleggburgh NR29 3FF. Unanimously resolved that FPC Clerk reports this to GYBC.
- b) Councillors considered and raised no objections to The Broads Authority Application Number BA/2026/0186/LBC Application for New/Repaired Roof Structure at Farmhouse, Common Farm, Silver Street, Fleggburgh. Unanimously resolved that FPC Clerk reports this to The Broads Authority.

7. Next scheduled meeting

The next meeting of FPC is on Wednesday 9 September 2026 at Fleggburgh Village Hall at 7.00pm.

- 8. Cllr David Flowerdew announced that he would be standing down from his role as Councillor at the conclusion of today's meeting. He would continue to take an active interest in the work of FPC and would still be involved in the voluntary church yard maintenance on the first Saturday of each month.

9. Meeting closed at 11.02am