

Barton Turf and Irstead Parish Council

Minutes of the Parish Council Meeting held on Tuesday 12 May 2026 at 7pm

Attendance: Glenn Neave – Chair (GN), Martin Mills (MM), Helen McFadyen (HM), Andrew Wilton (AW), Phil Drake (PD) and Neil Sanderson (NS)

Also present: Nicola Ledain – clerk

1 x member of the public

1. To receive apologies for absence

Apologies were received from Doreen Dean, District Councillor Nigel Dixon and County Councillor Adam Varley.

2. Election of Chairman

Glenn Neave was elected as Chairman for the ensuing year.

3. Election of Vice Chairman

Martin Mills was elected as Vice Chairman for the ensuing year.

4. Declarations of Councillors' interests

There were no interests declared. Cllrs were reminded to resubmit their register of interests with North Norfolk District Council if there had been any changes and the clerk had circulated the link.

5. Minutes

The minutes of the meeting held on 31 March 2026 were agreed as an accurate record and signed by the Chair.

6. Review of action list

All actions were on the agenda.

7. Reports

a. To receive updates from County / District Councillors

Whilst there was not a report, newly elected County Councillor Adam Varley had sent his eagerness to hear about the priorities for Barton Turf and Irstead.

b. To receive updates from the Police

There was no update.

c. To receive a report from Barton Turf Community Charities

There was no report on other matters – Black Shed was being discussed later in the meeting.

8. To receive updates on ongoing matters:

a. Wildlife Working Party

- i. There was no report on additional matters. Gravel Holes were being discussed later on the agenda.

b. Black Shed Update

- i. Prices for the refurbishment of the inside of the Black Shed were being sourced.

c. Gravel Holes

NS reported that having spoken to Norfolk Wildlife Trust, there was potential in opening up the gravel holes. They had advised that the presence of badgers may not prevent opening it, but advised that it needed to be cleared. They would hold a site visit to assess it. They had also advised that a grant could be applied for to help make it safe if the option was worth exploring.

d. New Victory Hall (NVH) Update

As Doreen Dean was on holiday, there was no report.

9. Correspondence

- a. A letter had been received from a resident of Pennygate who had requested benches on a couple of proposed sites. Whilst the PC were generally supportive of the idea and offered help where they could, they would investigate the proposed sites and contact the resident to give their view. PD would contact the resident and GN and NS would visit and access appropriate locations.
- b. The PC noted the report regarding The Halt sewage treatment plant and agreed that this type of report was forwarded to the PC every year.

10. Highways Issues

a. SAM2 upgrade options

The chair reported that there had been a misunderstanding with the funding for the SAM2 upgrade and as such the funding was no longer available through the parish partnership scheme. However Cllr Richard Price had informed the pc that there were various options to receive the funding, including asking to the new county councillor. The clerk would liaise with Neatishead parish council to confirm the amount needed from both parishes.

b. Berry Hall Road – highways engineer visit

Now the preelection period had ceased it was hoped that the highways engineer would be able to visit. The clerk would liaise.

11. Finance

- a. The bank balances were as follows:
 - i. Community Account: £11955.71
 - ii. Business Premium: £2650.72
- b. The following payments were agreed and would be paid via bacs:
 - i. Nicola Ledain – clerk salary April and May 2026: £573.12
 - ii. Countrystyle – March £12
 - iii. Countrystyle March (CC): £42
 - iv. Ray Penstone Smith – Staithe Grass Cut;: £45
 - v. Alan Lowther – Irstead Staithe: £324.32 (CC)
 - vi. Alan Lowther – The Common £400.75 (PC)
 - vii. NNDC refuse collection – Staithe Road, Barton Turf (CC): £782.60
- c. End of Year Accounts
 - i. Having considered the assertions on the Annual Governance Statement 2025/26 and the Accounting Statements 2024/25 they had extra queries which needed to be explored after the meeting and reported back. They agreed that the council's income and /or expenditure is less than £25k and authorised the clerk and chairman to sign the certificate of exemption once the above queries had been answered.

12. Policies

The following policies were all agreed and signed and would be uploaded onto the website.

- a. Lone Working

- b. Code of Conduct
- c. Planning Protocol
- d. Standing Orders
- e. Employment Committee
- f. Disciplinary Procedures

13. Planning

- BA/2026/0108/FUL - The Old Boat Yard, Hall Road, Barton Turf, Norfolk; Conversion of boatshed to residential dwelling. Having been circulated via email, the Council AGREED they had **NO OBJECTIONS**.

14. Items for next agenda or for Communities Charity meeting

None

15. Date of next meeting - Tuesday 7 July 2026.

Meeting ended at 9.02pm

Action list

- a. All Cllrs to check their declarations of interest
- b. Quotes for black shed refurbishment - GN
- c. PD to respond to resident re benches, GN and NS to visit locations.
- d. Benches – GN, PD and NS
- e. SAM2 upgrade - NL
- f. Policies to go on website – NL
- g. Highways engineer visit -NL