



GUNTHORPE with BALE PARISH COUNCIL

Minutes of the Parish Council Meeting held on 11th September 2025, 7pm at Bale Village Hall.

Present: Cllrs Sam Papworth (Chairman), Tracy Blackiston, Richard Broughton, Julie Fisher, Alastair Macorkindale, Roy Marsden and from 25/35 Julie Frost, Parish Clerk: Kerry Harris, 2 members of the public.

25/34 Welcome and to consider apologies and reasons for absence

The Chair welcomed all to the meeting. There were no apologies.

25/35 To co-opt a new Member onto the Parish Council and to sign the Declaration of Acceptance of Office

Julie Frost was co-opted onto the PC and signed the Declaration. She was welcomed by All.

25/36 To receive declarations of Interest and request for dispensation in any of the agenda items

There were none.

25/37 To approve Minutes of the Parish Council Meeting held on 15th May 2025

The minutes were agreed by all to be a true record of the meeting on a Proposal by Cllr Broughton and Seconded by Cllr Fisher. They were signed by the Chair.

25/38 Matters arising on the Minutes (for information only), not included on the agenda

The Clerk will follow up on the signage for the narrow part of the road leading to Bale following the crash in the Spring.

25/39 Open forum for Public Participation

- (i) No reports have been received from NCC Cllr Aquarone. NNDC Cllr Butikofer was hoping to attend the meeting but did not arrive.

- (ii) An opportunity for members of the public to raise questions or concerns

There were no comments.

25/40 Financial and Governance Matters

- (i) To Approve the Cashbook and Payments list

The balance in the Community Account is £1,598.65 and in the Business Account £3,309.94, making a total of £4,908.59.

Receipts since the last meeting –£195.00 HMRC (VAT refund), £10.96 (Interest in the Business Account)

Payments to be Approved since the last meeting C. Harris (Clerk's salary April to June) £448.04, HMRC (Tax on salary) £112.00, NNDC (dog waste collection) £148.20, C Harris (Clerk's salary July to September & backdated LGA to April) £476.92, HMRC (Tax on salary) £119.00

These were Approved by All on a Proposal by Cllr Papworth and Seconded by Cllr Fisher.



- (ii) To consider and Approve grants to St Mary's Church, Gunthorpe and to All Saints Church, Bale to maintain the Churchyards.

Cllrs discussed the importance (Cllr Broughton) or not (Cllr Marsden) of the churches to the villages as both villages have a village hall. Cllr Papworth noted the importance of keeping communal areas presentable. Cllrs agreed that they would like confirmation how the PC money has been spent and will request this in the future. The Clerk will contact representatives of each church to request this.

Cllr Macorkindale said that the PC as a body represents residents and that the Parish Plan will give a better idea how residents would like PC money spent.

On a Proposal by Cllr Papworth and Seconded by Cllr Blackiston a grant of £300 was Approved for each church (the same as last year) – 6 Cllrs for the motion, 1 against – the motion was carried

- (iii) To consider and Approve a donation to the Local Lynx

A donation of £85 was Approved by All on a Proposal by Cllr Macorkindale and Seconded by Cllr Broughton.

- (iv) To note the Local Government Pay Award of 3.2% backdated to April 2025

This was noted.

- (v) To appoint Mrs Di Dann to be the Internal Auditor for 2025 - 26

This was Approved by All on a Proposal by Cllr Papworth and Seconded by Cllr Blackiston.

- (vi) To Approve the following policies: IT, Standing Orders, Financial Regulations

Amendments to Standing Orders and Financial Regulations and the IT policies were discussed. All policies were Approved by All on a Proposal by Cllr Papworth and Seconded by Cllr Marsdon

- (vii) To Approve Training costs for the Clerk (cost + mileage 20% of the total) SLCC Annual Conference & NPTS Autumn Seminal – Total £31.66

The training costs were Approved by All on a Proposal by Cllr Papworth and Seconded by Cllr Broughton.

25/41 To consider the implication in the Practitioner's Guide regarding the website and email addresses effective from 1st April 2025 and consider any action.

Assertion 10 states *Every authority must have a generic email account hosted on an authority owned domain, for example clerk@abcparrishcouncil.gov.uk or clerk@abcparrishcouncil.org.uk rather than abcparrishclerk@gmail.com or abcparrishclerk@outlook.com for example.*

Cllrs discussed the Clerk's report giving the options of upgrading the current site and obtaining a single .gov.uk email address for the Clerk, or moving to a different provider at a greater cost which is likely to futureproof the website for longer. Cost was seen by Cllrs as an important factor in the decision. On a Proposal by Cllr Broughton and Seconded by Cllr Papworth it was Approved to upgrade the current site – 6 for the motion, 1 against: the motion was carried.

**25/42 To receive an Update and Approve any Action on the next stage towards the Update of the Parish Plan**

A questionnaire is being developed which will be taken to each house in each village and discussed with the residents. An analysis of the priorities for each village can then be developed from the responses – whether they are the same or different. It is important not to have too many objectives – 1 or 2 for each village - to concentrate on.

Cllr Frost asked about the number of responses the last time this was done – and it was about 50%. In Bale questionnaires can also be circulated at activities that take place centered on the Village Hall – these doesn't currently happen in Gunthorpe.

Cllr Macorkindale will send round a draft of the questionnaire to all Cllrs. Cllr Frost suggested multiple choice would be better. Cllr Blackiston suggested that there needed to be information on the Noticeboards and in the Local Lynx., and information on the WhatsApp Group (Bale) to watch out for the questionnaire.

25/43 To receive an Update on the Bale Village Hall website

The website is currently being populated and will be circulated for all to sense check.

25/44 To consider the failure of the Bale Defibrillator and Approve any Action.

The new defibrillator is now in situ and reports are regularly being submitted to the Circuit.

25/45 Planning matters

(i) To Note Planning applications since the previous PC meeting

PF/25/0893 – Agricultura Barn, Clip Street, Bale: change of use to dwelling – Awaiting Appeal Decision

PF/25/0086 – Tennis Courts, Bulfer Grove – Refused

PP/25/1619 – Clare Cottage, 30-31 Sharrington Road, Gunthorpe: conversion of garage to bedroom & ensuite – Approved

RV/25/1886 – To Approve a response: Swallow Barn, Sharrington Road – Extensions & external alterations to dwelling and garage – Council Approved the Application and had no comment to make.

(ii) Planning applications since the close of the agenda

There were none.

25/46 To Approve any action on Highways matters

(i) To receive an update on the Community Speedwatch in Bale
There was no update available.

(ii) To receive an update on the SAM2 and Approve any action,
The SAM2 now works and is being moved every 6 weeks. Information is not being downloaded.

25/46 To note the correspondence since the last meeting

Circuit Summer Newsletter

NCC Unitary proposal

NPTS Updates

NNDC LGA Reorganisation presentation



Parish Partnership information
Fakenham Police Neighbourhood meeting
Local Plan main modification consultation
Recycling Centre survey

Survey re access to cash
NNDC Cllr Butikofer July report
Community Outreach Officers information

25/47 Any other business – for information only

A local cyclist has requested the PC consider pruning the branches of the oak tree over the bench in Gunthorpe. This has been noted.

25/48 To note date of next meetings: Thursdays 20th November at Gunthorpe Village Institute and 12th February in Bale

25/49 To Close the meeting

The meeting closed at 8.16pm.

Signed

Date