

**MINUTES OF THE MEETING OF  
COLBY & BANNINGHAM PARISH COUNCIL  
HELD AT THE BANNINGHAM & COLBY COMMUNITY HALL  
ON WEDNESDAY 19<sup>th</sup> MARCH 2025 at 7.00pm**

**PRESENT:** Mr R Anderson-Dungar (Chairman)  
Mr N Andrews  
Mrs P Ashby  
Mr S Elliott  
Mr D Holgate  
Mrs S Woolliams

**IN ATTENDANCE:** Mr C Studholme (Clerk)

**140. APOLOGIES FOR ABSENCE**

Mrs J Morgan, Cllr J Toye.

**141. DECLARATIONS OF INTEREST AND DISPENSATIONS**

The following interest was declared – Mr Anderson-Dungar – Allotments.

**142. MINUTES OF THE MEETING HELD ON 19<sup>th</sup> FEBRUARY 2025**

Mr Holgate noted that the last line of item 132.2 should read “via High Noon” and not “north along Long Lane”. This amendment was made. Thereafter the minutes of the meeting held on 19<sup>th</sup> February 2025 were approved and signed by the Chairman.

**143. MATTERS ARISING**

(a) Play Equipment. The play inspection training day was confirmed as 28<sup>th</sup> April with 5 Councillors and the Clerk attending. Mr Ian Sims from Ingworth Parish Council would also be attending. The Clerk had contacted HAGS and was awaiting a quote for some additional plastic matting to try to deal with the mole problem. The Clerk had also asked HAGs to produce the information sign for the play area and a draft was awaited. The Clerk had also contacted NNDC to ask if an alternative outdoor sign acknowledging the funder could be supplied. The official opening day for the play area had been set for 8<sup>th</sup> April and the Clerk was to invite Councillor Toye and a representative of the funder to attend.

**144. OPEN FORUM FOR PUBLIC PARTICIPATION**

Two members of the public were present and they raised concerns regarding the current planning application for the construction of two dwellings at Highbury Farm. Councillors discussed their response to this application while the members of the public were present (reported as item 151.1).

**145. REPORTS FROM DISTRICT AND COUNTY COUNCILLORS**

None.

**146. ITEMS REFERRED FROM PREVIOUS MEETING**

Annual Parish Meeting. This was set for Wednesday 21<sup>st</sup> May at 6.30pm, prior to the Annual Parish Council meeting.

#### 147. STANDING ITEMS

1. **Elden's Retreat** – The Working Group (Mr Elliott, Mrs Ashby and the Clerk) had met on 25<sup>th</sup> February to carry out maintenance of the tree planting. They had planned to re-attach the tree guards which had been stored in the north east corner of the site but these were missing. The dead tree which had been felled without authorisation had also been removed. Investigations had revealed that a resident close to Elden's Retreat had "tidied up" the tree guards and created a habitat pile with the dead logs. Another resident had previously felled the tree due to safety concerns. The Clerk was to ask the resident concerned to return the tree guards if they still had them.  
At the same time a safety audit of the site was carried out and the Clerk was to produce a report.  
The car park was still closed as it had been too wet. Mr Elliott was to remove the posts now that it was drier.
2. **Village Green** – The Council considered the tenders which had been submitted for the grounds maintenance contract. Two tenders were shortlisted and councillors discussed the merits of both at length but did not reach a final decision. The Clerk was to contact both potential contractors to ask them to revisit and resubmit their costings, after which the cheapest applicant was to be awarded the contract.
3. **Allotments** – Rents for the 4 allotment plots, plus the adjoining piece of arable land had not increased for many years. The Clerk had investigated rents charged by other parish councils locally and found that they were all greater than was currently being charged for our plots. After discussion it was agreed that the rent for an individual plot should rise from £10 to £15 with effect from 1<sup>st</sup> April 2026. The rent for 2025-26 would remain at £10. Similarly the rent for the piece of arable land was to rise to £100 with effect from 1<sup>st</sup> April 2026.
4. **Information Centre/Noticeboards/Newsletter** – Cook's Electrical had agreed to sponsor lighting in the kiosk.  
The Clerk was to draft an updated notice to go on all noticeboards containing contact details, meeting dates, etc. A notice advertising the Community Hall was also to be produced.  
Mr Elliott had drafted a newsletter. Councillors were to provide comments asap.
5. **SAM** – It was agreed that Mr Anderson-Dungar would continue to download data from the SAM and email it to Mr Campbell Jones who would provide an analysis for a fee of £15. The frequency of downloads was to be determined by how quickly data accumulated.

#### 148. CORRESPONDENCE/REPORTS/EVENTS

A letter had been received from two young parishioners requesting permission to use the woodland strip at the rear of Elden's Retreat for mountain biking.

They also wanted to bring their own ramps to the playing field. Councillors were not averse to the proposal but it was agreed that the needs of all users of the playing field needed to be considered along with the health and safety and insurance implications. The Clerk was to reply along these lines and the matter would be considered again at a future meeting.

#### 149. POLICIES

None.

#### 150. FINANCE REPORT

##### 1. SCHEDULE OF BILLS OF PAYMENT

The schedule of payments for March had been circulated and were approved and signed by the Chairman. These were:

- Colin Studholme – Clerk’s salary & allow/expenses           £ 501.69
- NPTS Subscription   £ 168.35
- Banningham Community Hall (transfer of FiT payment)   £ 90.48

##### 2. BANK RECONCILIATION AS AT 28th FEBRUARY 2025

This was noted by members and signed by the Chairman.

##### 3. THE BANK STATEMENTS AS AT 28<sup>th</sup> FEBRUARY 2025

The Bank Statements were noted as being in agreement with the Bank Reconciliation.

##### 4. CASHBOOK AS AT 28<sup>th</sup> FEBRUARY 2025

The Cashbook was noted as being in agreement with the Bank Reconciliation.

##### 5. SCHEME OF DELEGATION

None.

#### 151. PLANNING MATTERS

##### 1. PF/24/2592 - Highbury Farm Colby Road Banningham.

Councillors discussed the current proposal which was part of the ongoing development of the site. Concerns were raised about the loss of trees, the fact that the proposed bungalow was not in line with existing development, highway issues, the over development of the site and the possibility that incremental development of this kind would be detrimental to the local area and may extend on to adjoining greenfield sites. Councillors were minded to object on these grounds and the Chairman was to draft the response.

2. Appeal – land East of Archway, Bridge Road, Colby. This was noted but it was agreed that the Council did not need to add anything to its original comments.

#### 152. ITEMS FOR INFORMATION/FUTURE AGENDA

None.

**153. DATE OF NEXT MEETING**

The next meeting was agreed as **WEDNESDAY 16<sup>th</sup> APRIL 2025 at 7.00pm at the Community Hall.**

**154. CLOSURE OF THE MEETING**

The Chairman closed the meeting at 8.50pm.

Signed ..... (Chairman)

Date .....