



GUNTHORPE with BALE PARISH COUNCIL

Minutes of the Parish Council Meeting held on 20th November 2025, 7pm at Gunthorpe Village Institute.

Present: Cllrs Sam Papworth (Chairman), Tracy Blackiston, Richard Broughton, Julie Frost, Alastair Macorkindale, Roy Marsden, Parish Clerk: Kerry Harris, 0 members of the public.

25/50 Welcome and to consider apologies and reasons for absence

The Chair welcomed all to the meeting. Apologies were accepted by all for Julie Fisher. NNDC Cllr Butikofer has also sent apologies.

25/51 To receive declarations of Interest and request for dispensation in any of the agenda items

There were none.

25/52 To approve Minutes of the Parish Council Meeting held on 11th September 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 Marsden. They were signed by the Chair.

25/53 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.

25/54 Open forum for Public Participation

(i) NCC Cllr Aquarone had sent a report as MP:

there is now a banking hub open in Holt, he is campaigning for the use of digital ID to be a choice not mandatory; he has raised concerns with the Ministry of Defence regarding military aircraft noise.

NNDC Cllr Butikofer had sent a written report:

2 NNDC Teams have recently been recognised for their work – the Benefits Team and the Coastal Management Team; NNDC Cllrs had voted for the 3 Unitary model – the Council will hear National Government's decision in early 2026; work on Fakenham Leisure Centre started on 15th October; information on NNDC's dog control Public Space Protection Orders consultation; the police anonymous drink/drug reporting tool; the new Housing Allocation Scheme – all applicants must apply, including current members of the scheme; updates on the RNLI Sheringham and Rocket House Cromer buildings.

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

There were no members of the public present.

25/55 Financial and Governance Matters

(i) To Approve the Cashbook and Payments list

The balance in the Community Account is £8,999.95. The Clerk stated that this included a deposit of £6,443.88 paid into the account in error by HMRC on 20th October. She reported this to HMRC by 'phone on 10/11/2025, immediately after she received the bank statement. She is waiting to hear back from them. The correct total is £2,556.07. The Business Account total is £3,320.93, making a total of £5,877.00.



Receipts since the last meeting –£2,300.00 2nd Precept payment, £10.99 Interest in the Business Account.

Payments to be Approved since the last meeting: £175.00 - Upgrade of the website £129.60, Wix Premium Plan Light.

These were Approved by All on a Proposal by Cllr Frost and Seconded by Cllr Marsden.

(ii) To Approve the Budget and Precept for the 2026 – 27 Financial Year.

Cllrs were made aware that the Tax Base for this precept is not yet known, so the percentage change to residents' Council Tax is not known. They discussed the necessity of putting the Council's finances on a firmer footing and unanimously Approved a Precept of £5,400 for the 2026 – 27 Financial Year on a Proposal by Cllr Papworth and Seconded by Cllr Blackiston.

(iii) To Approve the following policies: Reserves, Internal Control, Data Protection

The policies were explained. There were no questions and they were Approved by All on a Proposal by Cllr Macorkindale and Seconded by Cllr Papworth.

(iv) To receive an update on the new website and the Clerk's email address and to Approve training costs for the Clerk in Accessibility & Updates to the website: 50% of costs for the 2 PC websites the Clerk works with continuing with wix – maximum £50

Cllrs liked the new website. The Clerk will monitor both the new and old email addresses until end of 2025 and then move to the new email address with daily monitoring of the old address. All Approved the training cost, maximum £50 on a Proposal by Cllr Broughton and Seconded by Cllr Frost.

(v) To Approve £7.20 as a contribution towards Training costs for the Clerk - Assertion 10: Digital and Data compliance. Total cost.- £36 + VAT.

NPTS now add VAT to their invoices. Thursford PC will pay the invoice and 20% net cost reclaimed from the other Councils the Clerk works with - Approved by All on a Proposal by Cllr Frost and Seconded by Cllr Marsden.

25/56 To receive an Update and Approve any Action on the next stage towards the Update of the Parish Plan

A notice has been circulated in Bale advising residents about the Survey and its purpose. A similar notice needs to be circulated in Gunthorpe.

The questionnaire will be circulated during the first 2 weeks of December.

Cllr Macorkindale will receive forms back in Bale,

A box will be placed in Gunthorpe Church for Gunthorpe residents – there is a Crol Service on 19th December. Information will be put in the Local Lynx.

All Approved a fund of £50 on a Proposal by Cllr Papworth and Seconded by Cllr Broughton.

25/57 To receive an Update on the Bale Village Hall website

The website is now up and running and will be formally launched to the village in December

The calendar needs updating to show Hall bookings

A link to the PC website will be included on the site.

25/58 To receive an update on the Bale Defibrillator and Approve any Action.

18 people received training on the use of the defibrillator this week.

It is now recommended that they are not locked. Bale and Gunthorpe each have a defibrillator.

**25/59 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 –Appeal Dismissed

(ii) PF/25/2204 The Lodge, Field Dalling Rd, Bale – Replacement of timber windows with UPVC Sash windows

Cllrs noted that this property is in the Conservation area and it was important what the windows would look like – that they would fit the surroundings. Cllr Broughton will check.

Cllrs unanimously agreed to support the application if this was the appearance was in keeping on a Proposal by Cllr Marsden and Seconded by Cllr Broughton.

(iii) Planning applications since the close of the agenda
There were none.

25/60 To Approve any action on Highways matters

Note was made of the BBC article stating that Norfolk had 555 deaths on its roads in 2024-25 which was more than anywhere else in the country.

(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.

25/61 To note the correspondence since the last meeting

Fakenham & Holt police area update	Rural Services Delivering for All survey
NNDC Planning training update	NPTS Updates
NNDC October Report	Free tickets to Thursford Show
Local Lynx letter of thanks	NCC Budget consultation
NNDC Devolution & Local Govt Reorg briefing	NNDC Local Plan update
NNDC Affordable Homes information	MP S. Aquarone Parish report
NNDC Local Gov't Reorg Update	

25/62 Any other business – for information only

Empty Homes – 4 Social Housing units on Hindringham Road are to be sold by Victory Housing. The Clerk to contact Cllrs SB (NNDC) and SA (NCC) to find out why they are being sold and how this impacts on Affordable Housing in the area.

The Oak Tree in Gunthorpe has had some of the bottom branches removed by an arboriculturist (at no cost to the Council) who has assessed the balance and health of the tree.

25/63 To note date of next meetings: Thursdays 12th February in Bale, 21st May Annual Parish Meeting followed by Annual Parish Council Meeting in Gunthorpe

25/64 To Close the meeting

The meeting closed at 8.35pm.

Signed

Date