



Starston Parish Council

Chairman: Philip Astor

Parish Clerk: Joanne Madders

Email: starstonparishcouncil@yahoo.co.uk

Minutes of Starston Parish Council Meeting held in the Jubilee Hall at 7.30 pm, Monday 15th September 2025

Present: Cllr P Astor, Cllr S Griffin, Cllr C Sparrow

Clerk to the Parish Council: Jo Madders

Members of the public: 1

2025/84 To consider accepting apologies for absence.

Apologies were received and accepted from Cllr K O’Keeffe, Cllr K Spiers (née Ward) and Cllr J Broadhurst

2025/85 To receive any declarations of personal or prejudicial interest from members on any item to be discussed and consider any dispensations.

No declarations were made.

2025/86 To approve and sign the minutes of the meeting held on 21st July 2025.

Resolved to approve the minutes as an accurate record of the meeting. The Chair signed the minutes.

2025/87 The Clerk to provide an update on the matters arising from the minutes of the last meeting and provide any other information on actions that have been undertaken since the last meeting.

Completed Actions;

2025/77 Clerk reported abandoned caravan to SNDC

Incomplete Actions;

2025/43 Updated policies still to be uploaded to website

2025/88 To receive reports on matters of interest to the parish from District and County Councillors.

Cllr M Wilby (County Councillor) and Cllr C Hudson (District Councillor) were in attendance. No apologies were received from Cllr Thompson.

Cllr Wilby gave his report; see Appendix 1. Cllr Hudson gave a verbal report regarding postal voting (postal voters must reconfirm with NCC if they wish to use postal voting again. Clerk to include this in the next additional of Pigeon Post), Devolution meetings, and a local planning concern which he has reported to the enforcement team.

Action: Clerk

2025/89 To discuss plans to co-opt a new councillor

A local resident has completed an expression of interest and will be considered for election at the next meeting.



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2025/90 Parishioner open forum.

Not required.

2025/91 To receive and ratify matters relating to the finances

- a) To receive the current financial position
Unanimously agreed, and the listed future payments approved.
- b) To note the LGS Pay Agreement 2025, effective 1st April 2025
Noted.
- c) Clerk's time sheet
Unanimously agreed.
- d) Clerk's expenses from 21st July to date
Unanimously agreed.
- e) To consider backdating LGS previous clerk's salary 1st April – 15th June 2025
Not considered, but Clerk to provide further relevant information.

2025/92 To receive an update on the littler pick which took place on 16th August 2025

Cllr Spiers was absent from the meeting but has provided a report for Pigeon Post. The event was successful.

2025/93 To receive an update on the development of a new village website

The new website is not yet live and still being worked on. Cllr Astor continues to liaise with Mr Chris Doughty, who is coordinating the project.

2025/94 To consider matters relating to village maintenance, PROW and highways

Cllr Astor, Cllr O'Keeffe, Cllr Wilby and one resident had a meeting with the local Highways Officer to discuss concerns about speeding within the parish, and proposals for the installation of increased and improved signage. Cllr Astor has followed up with a document containing the Parish Council's recommendations.

Cllr Sparrow has been assessing the local footpaths and will provide a report for Pigeon Post. Members of the public who advise the Parish Council of concerns will be asked to report directly to the relevant County Council department in future, to save duplication. The Parish Council will still assist anyone who requires support in completing the online forms.

Action: Cllr Sparrow

2025/95 To receive an update from the Emergency Plan Co-ordinator

Cllr Broadhurst (absent) to update at the next meeting.



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2025/96 To receive an update on tree matters.

Cllr Spiers to update at the next meeting.

2025/97 To consider planning applications received

2025/2291 Removal/Variation of Condition, Highland Cottage Hardwick Road IP20 9PJ.

Noted

2025/2295 Approval of Condition Details, Highland Cottage Hardwick Road IP20 9PJ.

Noted

2025/2140 Land At Rushall Road Harleston, Change of use from agricultural to land for community use.

Response: Support

Where planning applications are received between meetings, as often occurs, Councillors agreed to continue to respond to the Clerk by email, and delegate authority to her to respond on their behalf with the resulting decision.

2025/98 To receive an update on the 'Warm Welcome' initiative

Cllr Astor reported that although numbers have been somewhat lower recently, 'Warm Welcome' continues to be a valuable initiative and is enjoyed by those who attend.

2025/99 Correspondence received

- NPTS Welcome and Membership Information
- Carol Bailey Assertion 10 AGAR Information
- PKF Littlejohn notification of exempt status
- South Norfolk Village Clusters Housing Allocations Plan submission update
- Sam Burton Norfolk Constabulary OP Radium
- SNC Unauthorised Encampment Guidance document for Parish/Town clerks
- Hayley McNeil Introduction Norfolk Constabulary
- NALC Local Government Reorganisation

All noted.

The Clerk and Cllr Sparrow will provide a paper for the next meeting regarding the Parish Council's compliance with AGAR Assertion 10 (the requirement for a generic email account hosted on an authority-owned domain).

Action: Cllr Sparrow/Clerk

2025/100 The Clerk to provide and receive items for the next agenda, and confirm the date and time of the next Parish Council meeting, to be held on 17th November 2025 in the Jubilee Hall at 7.30pm.

Noted.



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Appraisal and grant awarding policies to be discussed at the next meeting.

Action: Cllr Sparrow/Cllr O'Keeffe

Meeting closed at 8.35pm

Signed as a true record of the meeting of Starston Parish Council held on 15th September 2025.

Chair

DRAFT



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BANK RECONCILIATION & FINANCE DETAIL SHEET as at 31 AUGUST 2025					
			Payments Total	Receipts Total	Bank Actual
		Balance B/F			13,766.73
1 July 25 - 31 Aug 25	Total Payments		12.00		
1 July 25 - 31 Aug 25	Total Receipts			0.00	
		Bank Closing Balance 30th June 2025			13,754.73
		Earmarked Reserves			
		Norfolk Community Foundation Covid 19 Grant	£ -		
		CIL Money	£ 1,711.02		
		Neighbourhood Plan	£ 1,613.01		
		Warm Spaces Grant	£ -		
		Total Money Held	£3,324.03		
		General Reserves i.e. Bank reconciled balance less monies held			10,430.70
	Payments Details				
31-Jul-25	Unity Trust Bank	Service Charges	6.00		
31-Aug-25	Unity Trust Bank	Service Charges	6.00		
		Total Payments		12.00	
	Receipts Details				
		None		-	
		Total Receipts		0.00	
	Future payments to be approved by Council				
	NPTS	Subscription fees and clerk training courses		215.78	
	SNC	Annual charge - Dog Bin		166.8	
		Total Future Payments		382.58	



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Appendix 1

Report for County Councillor Martin Wilby

Long Stratton Bypass is open for use and already making a huge difference for all the users that drive along the A140 every day as well as the residents of Long Stratton enjoying not having the traffic through their town. Motorists travelling south of Norwich are now enjoying smoother journeys thanks to the opening of the Long Stratton Bypass. The £46.9m project has reached its final stages, with traffic flowing along the full 2.4-mile (3.9km) route east of the town. Designed to divert vehicles from Long Stratton's congested high street, the bypass connects Church Lane in the north to the existing A140 in the south. Construction began in April 2024, and the road was previewed at the start of August during a community open day. The bypass is set to be complete and fully open by October. Congratulations to all our youngsters on their recent GCSE results especially here at our local schools. Norfolk children have bucked a national trend by improving the county's GCSE pass rate. Pupils across England suffered a slip in pass rates for their GCSEs, although there was increase in the percentage of top grades handed out. In Norfolk however, both of these metrics increased as the class of 2025 was 66.2pc – an increase of almost 2pc from 64.5pc last year.

A new, nationally recognised proactive intervention scheme is set to be rolled out across the whole of Norfolk. The initiative, which will be delivered in collaboration with local partners including Voluntary, Community and Social enterprises (VCSE), city, district and borough councils and NHS organisations, aims to reduce falls in vulnerable and older residents. Following a successful pilot with 1250 residents, the programme, which uses Artificial Intelligence (AI) to identify residents at risk of escalating needs, will enhance the safety and wellbeing of those at risk of falls. The latest AI technology, natural language processing is used to 'read' case notes and automatically extract meaningful insight about our residents. This technology enables the council to identify and prioritise individuals in Norfolk most at risk of falling, allows for proactive intervention before they fall.

NCC has secured more than £34 million in new government funding to enhance local transport infrastructure and planning over the next four years. The Department for Transport (DfT) has confirmed that Norfolk will receive £32.5 million in capital funding and an additional £2.1 million in resource funding through the Government's Local transport Grant (LTG) programme. The dual funding stream will support both the delivery of physical infrastructure and the capacity to plan, develop and manage projects, helping Norfolk address key priorities such as reducing congestion, improving accessibility, enhancing public transport and promoting sustainable travel.

NCC, in partnership with Beryl Bikes and National Grid, is celebrating a major milestone for the county's innovative shared transport scheme, which has now recorded more than two million journeys since its launch in March 2022 (I can remember launching this scheme just before lockdown). By swapping car journeys for two wheels, riders have helped save around 900 tonnes of CO₂, keeping Norwich's air cleaner, streets less congested and communities healthier.

A reminder of our Hazardous days during October, all the dates and venues are available on our website at www.norfolk.gov.uk/wasteandrecycling

Best Wishes

Martin