MINUTES OF THE MEETING OF COLBY & BANNINGHAM PARISH COUNCIL HELD AT THE BANNINGHAM & COLBY COMMUNITY HALL ON MONDAY 21st SEPTEMBER 2026 at 7.00pm

PRESENT: Mr S Elliott (Chairman)
Mr N Andrews
Mr K Fields
Mr D Holgate
Mrs T Mills
Mr B van Poortvliet

IN ATTENDANCE: Mr C Studholme (Clerk), Councillor J Toye, Ms S Burns and two members of the public.

65. APOLOGIES FOR ABSENCE
Mrs J Morgan

66. DECLARATIONS OF INTEREST AND DISPENSATIONS
Mr Elliott, Mrs T Mills - allotments.

67. MINUTES OF THE MEETING HELD ON 20th JULY 2026
Approval of the minutes of the meeting held on 20th July 2026 was proposed by Mr Holgate and seconded by Mr Andrews and they were signed by the Chairman.

68. MATTERS ARISING

(a) Additional Defibrillator

Cooks Electrical had checked the electricity supply to the telephone box and confirmed that it had been disconnected at the pole on the opposite side of the road. The Clerk had contacted Heart2Heart to ask if they could engage with UK Networks on the Parish Council's behalf but was yet to receive a reply.

(b) Projects for Funding

The parish council had paid for the disabled access ramp at the Community Hall at a net cost of £4941.80. This left approximately £9500 available to spend on projects. The following decisions were made regarding the remaining short-listed projects:

(i) Bulb Planting – it was agreed to purchase the Daffodil Bulb Surprise Collection (100kg) from Boston Seeds at a cost of £185. The Clerk was to place the order and the bulbs would be delivered to Mr Van Poortvliet's house. The bulbs were to be planted on the verges of the approach roads to the village – Banningham Road and High noon Road. Residents will be asked to help planting. Some vegetation clearance would probably be needed before planting could take place.

(ii) Village Gates – The County Highways Engineer had sent details of the procedure required to get Gates installed at the entrances to villages. All schemes need to be approved by County Highways and the gates would be procured and installed by them. There were some initial ideas about where they would be best placed. The Clerk was to arrange a site visit with County Highways to discuss options after which the project could be costed and an application made to the Parish Partnerships Scheme for a contribution to the cost. Applications need to be submitted by 1st December.

(iii) Grit Bins – The results of the survey were that 12 people were in favour of grit bins being installed on Bridge Road (with one not in favour) and that 10 had agreed to help spread the grit on the road

when it was needed, although these individuals had not been identified. Two small grit bins would be required, and locations off the highway, i.e. on private land near to the bends. The view of the Highways Engineer would be sought. Mr Fields was to investigate the cost.

(iv) Laser Printer – There was a separate reserve available (£500) to cover the cost of office equipment. A laser printer would primarily be used to produce the newsletter and as such Councillor Toye might be able to contribute to the cost. The Clerk was to ask Mrs Morgan to enquire about recommended models.

69. OPEN FORUM FOR PUBLIC PARTICIPATION

None.

70. REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

Councillor Ringer had sent an update which had been circulated to members. The Police had also sent an email informing parish councils that the former SNAP meetings would now be held as a monthly online drop-in meeting. Councillor Toye updated members on a number of issues relevant to the parish. The Local Government Reorganisation which had been ongoing for sometime has been delayed by the new administration pending a review. District and Mayoral elections were to take place in 2027.Councillor Toye was preparing a letter to Government in conjunction with the local MP seeking a definitive answer as to when full fibre broadband would be available in the parish. The prevarication by Openreach on the grounds of commercial sensitivity was unacceptable. Councillor Toye was also continuing to pursue the transport hubs project which would see small park and ride schemes set up in rural areas.

71. ITEMS REFERRED FROM PREVIOUS MEETING

None.

72. STANDING ITEMS

1. **Elden's Retreat/Playground** – Weekly inspections of the playground equipment were ongoing and completed forms were given to the Clerk. The response from HAGs regarding the observations in the Annual Inspection report, which they commissioned, that some elements of the playground equipment were not compliant with safety regulations were considered unacceptable by the Council. HAGs view being that these are low risk issues. It was agreed that the Clerk should draft a formal letter spelling out the parish council's concerns and asking for the issues to be rectified as these have not developed since installation and therefore (according to the Inspection report) were non-compliant at the time of installation. Other issues included flaking varnish on the seats, missing bolts securing the table and disagreement on whether safety straps for the disabled swing should be supplied free of charge, as the parish council had been led to believe.
2. **Village Green** – It was noted that future contracts should specify that the grass should be cut when necessary, in drought conditions, rather than every two weeks, as the contractor had visited in August when there was no growth to be cut.
3. **Allotments** – A new resident had expressed an interest in the recently vacated plot. Mr Elliott agreed to meet them and show them the plot. Another resident was on the waiting list and could be offered the plot which is currently

being treated to reduce the amount of horsetail (*Equisetum arvense*) in the Spring if it is in a suitable condition.

4. **Information Centre/Noticeboards/Newsletter** – The noticeboard on Long Lane was no longer against the adjoining neighbour's hedge as they had cut it back. It was to be inspected to see it needed replacing and if so an alternative location should be sought.

5. **SAM2** – Data is routinely passed to the police who will be asked about what action they might take.

6. **Highway Issues –** It was reported that recent work to clear out ditches had been done well. This will be passed on to the Highways Engineer

73. CORRESPONDENCE/REPORTS/EVENTS

Mrs Ann Jones had written thanking the Council for the Summer Event and praised the newly-installed ramp.

74. POLICIES

None.

75. FINANCE REPORT

1. SCHEDULE OF PAYMENTS FOR AUTHORISATION
   The schedules of payments for August and September had been circulated and were approved and signed by the Chairman. These were:

PAYEE	DESCRIPTION	AMOUNT
AUGUST		
Colin Studholme	Clerk's Salary August 2026 (after tax)	£ 542.89
Colin Studholme	Clerk's Allowance August 2026 (non-taxable)	£ 26.00
Colin Studholme	Total pay	£ 568.89
Colin Studholme	Wix (website) annual fee and domain name.(Charged to Clerk's personal debit card)	£ 129.60 £ 12.46
Hansells Solicitors	Processing Land Registration	£ 927.00
Campbell Jones (0064)	SAM Data analysis	£ 35.00
Seamus Elliott	Padlock for Playground	£ 11.99
	FOR RATIFICATION	
SB Greengrass	Disabled Access Ramp	£4941.80
Just Regional	Advertising for Clerk post	£ 264.00
SEPTEMBER		
Colin Studholme	Clerk's Salary September 2026 (after tax)	£ 624.04
Colin Studholme	Clerk's Allowance September 2026 (non-taxable)	£ 26.00
Colin Studholme	Total pay	**£ 650.04**
Parish Online	Annual Subscription	£ 50.40
Banningham & Colby Community Hall	Annual Grant – 3rd instalment	£ 315.00

2. BANK RECONCILIATIONS AS AT 31st July and 31st August 2026
   These were noted by members and signed by the Chairman.

3. THE BANK STATEMENTS AS AT 31st July and 31st August 2026
   The Bank Statements were noted as being in agreement with the Bank Reconciliations.

4. CASHBOOK AS AT 31st July and 31st August 2026
The Cashbooks were noted as being in agreement with the Bank Reconciliations.

5. SCHEME OF DELEGATION
None.

76. PLANNING MATTERS

1. APPLICATIONS DETERMINED

None.

2. APPLICATIONS FOR CONSIDERATION

PF/26/1468 Conversion of Barns to 3 Dwellings to allow for alteration of integrated cart shed garages to habitable space (Retrospective).
There was general concern about the retrospective mature of this application, but no specific comments for NNDC.

77. ITEMS FOR FUTURE AGENDA

(a) Allergy kits
(b) Initial discussion on budget for 2027-28
(c) Arrangements for Christmas on the Green event

78. DATE OF NEXT MEETING

This was agreed for MONDAY 19th OCTOBER 2026 at 7.00 pm at the Community Hall.

79. CLOSURE OF THE MEETING

The Chairman closed the meeting at 8.40pm.

Signed …… (Chairman)

Date …….