DEOPHAM & HACKFORD PARISH COUNCIL

To Members of the Council

You are hereby summonsed to attend the meeting of Deopham & Hackford Parish Council at Gralix Hall, Deopham on **Wednesday 3 September 2025 at 7:30pm**.

The Council welcomes the public and press to its meetings. The public and press are able to address the Council during the Public Participation session.

AGENDA

1. To receive and accept apologies for absence
2. To receive declarations of interest in items on the agenda and consider any requests for dispensations
3. To approve and sign the Minutes of the meeting on 2 July 2025 and the Minutes of the meetings of the Playing Field Working Group on 7 July 2025 and 11 July 2025
4. Any matters arising from the Minutes of the meeting on 4 June 2025 and the Minutes of the meetings of the Playing Field Working Group on 7 July 2025 and 11 July 2025 not covered elsewhere on the agenda
5. To report on progress of matters arising from previous meetings
6. Finance

   6.1 To receive the bank reconciliations for July and August 2025 and to **RATIFY** or **APPROVE** the following payments

   6.2 To receive monthly budget report

	Payment Description – Unity Trust Current Account	**Amount**
6.1.1	Unity Trust – Bank Charges – July & August 2025 – **RATIFICATION ONLY**	£12.00
6.1.2	Jacky Phoenix – Expenses for Key Cutting – **RATIFICATION ONLY**	£102.00
6.1.3	The Safety Sheep Store -2 x Children's Play Area Signs – **RATIFICATION ONLY**	£38.63
6.1.4	Carol Bailey – Salary & Expenses July 2025 – **RATIFICATION ONLY**	£282.13
6.1.5	HMRC – PAYE July 2025 – **RATIFICATION ONLY**	£65.40
6.1.6	Scribe – Monthly Fee Accounts August – **RATIFICATION ONLY**	£28.80
6.1.7	WAVE – Water Charges Playing Field – **RATIFICATION ONLY**	£18.49
6.1.8	SNDC – Dog Bin Emptying	£451.20
6.1.9	Carol Bailey – Salary (with backpay) & Expenses – August 2025	£321.93
6.1.10	HMRC – PAYE August 2025	£75.80
6.1.11	Transfer from Deposit to Current Account	£1500.00

7. To note the addition of Assertion 10 to the 2025/2026 AGAR
8. To receive and consider the quotation/costing from RLS Computers and Parish Online to provide a gov.uk website and to **AGREE** the proposed option

Carol Bailey – Parish Clerk
9 Potters Crescent, Great Moulton, NR15 2HL
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9. Planning –

Applications for Hawthorn Barn Morley Road Deopham NR18 9DG

No 2025/2127 Demolition of existing concrete outbuilding, change of use of land to residential and erection of new garage/store building for use by previously approved barn conversion – **dealt with by email and comments already submitted**

No 2025/2262 Details of conditions 3 & 4 of 2025/1754 – (3) details of the materials used in the construction of the external surfaces & (4) detailed drawings of the proposed windows and profiles

Application No 2025/2155 Meadow Barn Church Lane Hackford NR18 9HN
Change of use from agricultural machinery repairs and light fabrication to vehicle workshop and MOT station – **dealt with by email and comments made**

Decision No 2025/1754 Hawthorn Barn Morley Road Deopham NR18 9DG
Variation of condition 2 – To cover clients revisions to design on consented permission 2022/1685 (which gave permission for Conversion and extension of outbuildings to form new dwelling with associated works, including; demolition of buildings and provision of access and landscaping) Date of decision: 4 April 2024
Approval with conditions (Delegated) Date of decision 18 July 2025

Decision 2025/1313 Hill Farm Morley Road Deopham NR18 9DG
Variation of condition 2 – Revised plans for conversion of consented planning permission 2022/1684 – Conversion and extension of outbuildings to form new dwelling with associated works, including; demolition of buildings and provision of access and landscaping
Approval with conditions (Delegated) Date of decision 14 July 2025

Decision 2025/1496 3 Hall Farm Barns Low Common Deopham NR18 9DX
Installation of a 22kW (50 x 440W Solar Panels) Solar PV system across 4 different roof spaces
Approval with conditions (Delegated) Date of decision 19 August 2025

10. To **AGREE** and **ADOPT** the Internet Usage Policy as required by Assertion 10
11. To discuss signing up to the CPRE Anti-Mega Solar Alliance
12. Correspondence -
    12.1 Norfolk Police – Introduction from Community Engagement Officer
    12.2 Norfolk ALC – NCC Recycling Annual Satisfaction Survey
    12.3 County Councillor – One Million Trees
    12.4 SNDC – Unauthorised Encampment Guidance Document
    12.5 East Anglian Air Ambulance – General funding request
13. To discuss the non-attendance at meetings and lack of interaction and engagement with the District Councillor
14. Opportunity for Public Participation
15. To confirm the date of the next meeting – Wednesday 1 October 2025 at the Gralix Hall at 7:30pm

Carol A Bailey

Carol A Bailey BA (Hons) CiLCA PIALC MAC Parish Clerk

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