

DEOPHAM & HACKFORD PARISH COUNCIL

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Minutes of the Parish Council meeting on Wednesday 3 December 2025, 7.30pm at Gralix Hall

Cllrs present:

Jacky Phoenix – Chair, Chris Chorley (CCh), Chris Coath (CC), Eliska Cheeseman (EC), Martin Skidmore (MS), David Thresh (DT) and County Councillor Margaret Dewsbury (MD)

Absent:

Catherine Grand (CG) and District Councillor Josh Woolliscroft (JW)

Others present:

Carol Bailey (Clerk), Members of the public 1

1. To receive and accept apologies for absence
 - 1.1 Apologies were received and accepted from Catherine Grand (CG)
2. To receive any Declarations of Interest in items on the agenda and consider any requests for dispensation
 - 2.1 There were none
3. To approve and sign the minutes of the Council meeting on 5 November 2025
 - 3.1 The Minutes of the Meeting held on 5 November 2025 were received and duly read by Councillors prior to the meeting. The Council **RESOLVED** to **APPROVE** the minutes
4. Any matters arising from the Minutes of the Meeting on 5 November 2025
 - 4.1 The Clerk reported that DCouncillor Woolliscroft had been sent copies, by post, of the emails sent but she still had not received either an acknowledgment or reply
5. To report on progress of matters arising from previous meetings
 - 5.1 The Clerk reported the grant application to Unity Trust Bank had been unsuccessful
6. Finance
 - 6.1 To receive the bank reconciliation for November 2025 and to **RATIFY** or **APPROVE** the following payments:

Draft minutes until approved at the Parish Council meeting on Wednesday 4 February 2026
Chairman Signature: _____ Date: _____

The Council **RESOLVED** to approve the payments

	Payment Description – UNITY Trust Bank Current Account	Cheque Number	Amount
6.1.1	Unity Trust – Bank Charges – November 2025 – RATIFICATION ONLY	BACS	£6.00
6.1.2	Scribe Accounts – Monthly Fees – RATIFICATION ONLY	BACS	£28.80
6.1.3	WAVE – Water Charges – Playing Field – RATIFICATION ONLY	BACS	£43.72
6.1.4	RLS – Wix Redirect to gov.uk website	BACS	£54.00
6.1.5	Carol Bailey – Salary & Expenses – November 2025	BACS	£290.53
6.1.6	HMRC – PAYE – November 2025	BACS	£67.40
6.1.7	Transfer from Deposit Account to Current Account	Transfer	£1000.00
6.1.8			
6.1.9			
6.1.10			
6.1.11			
6.1.12			

6.2 To receive the monthly budget report – duly received

7. To receive the draft budget for 2026/2027 and make any amendments required.

7.1 Councillors had received copies of the draft budget prior to the meeting. The papers had included comparisons of Precept increases of 1%, 2%, 3.8%, 5% and 10%. Councillors made no changes to the budget presented.

8. To **DECIDE** and **AGREE** the Precept amount for 2026/2027

8.1 Having fully reviewed the draft budget and the comparisons of increases provided the Council **unanimously AGREED to increase the Precept by 2% to £11,262** equating to £38.70 per Band D equivalent property per year. The increase on a Band D equivalent property from 2025/2026 would be 72 pence for the year 2026/2027

9. Planning –

Application No: 2025/3512

Proposal: Single-storey extensions to dwelling

Location: Church Farm Church Lane Hackford NR18 9HN Applicant: Dr Mike Wiltsher

There were no comments for this application

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Chairman Signature:

Date:

Decision No: 2025/1409 Park Lane Farm Approval with Conditions (Delegated)

Decision No: 2025/3085 & 2025/3091 Hawthorn Barn Approval with Conditions (Delegated)

10. Correspondence –

10.1 SNDC – Evidence Based Estimate Rough Sleeping Street Count

10.2 SNDC – Consultation - Adoption of Sex Establishment Legislation & Policy

11. Opportunity for Public Participation

11.1 County Councillor Margaret Dewsbury (MD) had provided her report to Councillors prior to the meeting. She updated Councillors on items previously discussed as well as a reading challenge for 2026.

11.2 A resident in attendance at the meeting asked if the Council could contact the Planning department in connection with the following issues on works currently being undertaken at Hawthorn Barn and ‘Hill Farm’ (old piggery) Morley Road that may contravene planning rules:

- The roofline height of the barn is approximately 800mm higher than the permission granted
- The boundary of the barn has been extended on to the field at its rear and there does not appear to have been an application for change of use
- Various trees have been removed and there does not appear to have been any indication or approval for this on prior applications

The above three items refer to the barn conversion known as ‘Hill Farm’ at the rear of the property, Hawthorn Barn

- The pond at the property has been filled in which does not appear to have been approved

The above item refers directly to Hawthorn Barn

Although not completed the Council noted this property is currently being advertised for sale as ‘Hill Farm’ on Rightmove. The Clerk said she would contact the Planning Officer and keep the resident informed of the situation.

11.3 The Chair ended the meeting by wishing everyone a Merry Christmas and Happy New Year along with her thanks to the Councillors and Clerk for attendance and work during the year

12. To confirm the date of the next meeting – Wednesday 4 February 2026 at the Gralix Hall at 7:30pm

There being no other relevant business the meeting closed at 8:15pm