

North Creake Parish Council

Minutes of the Parish Council meeting of North Creake held at the Village Hall, North Creake on Thursday 13th November 2025.

Present: Coucillors A.Bunkle (Chair), J.Bretiingham Smith (Vice-Chair), A.Culshaw, S.Sandell, J.Robinson, S Baker, J Rocklin and L Fletcher (Clerk/RFO).

No Members of public attended the meeting

1. The Chairman welcomed all present to the meeting.
2. Apologies for Absence: Apologies were received from the District Councillor Cllr C Morely
3. Declarations of Interest on Agenda Items: None declared
4. The Minutes of the meetings held on 16th October were agreed as a correct record of the proceedings and signed by the Chair.
5. Parishioners Questions and Statements: There were no members of the public present
6. County and Borough Councillor Reports – A report from the District Councillor was noted, no report received from the County Councillor
7. Clerks report/matters arising
 - a. The Christams tree order has been placed and paid for
 - b. The clerk has been in contact with the Clerk for South Creake who reports that their new SAM2 speed signs do seem to having an impact on vehicle speeds, however it is too soon to sure
 - c. The clerk checked the street lights and found three to be faulty, these have been reported to Cozens for repair
 - d. The clerk has started work on the budget for next year, however the precept information hasn't yet been received from KLWNBC needed to finalise the draft budget. The clerk recommended that financial regulations are amended to allow a Chairs allowance in the budget of £250 to cover incidental items, for example the purchase of Christmas lights, without needing prior authorisation of the council.
8. Training – Norfolk ALC have revamped their training provision and it is now supplied by a third party, a list of available course was circulated to councillors. It was agreed for the Clerk to research training provided by KLWNBC regarding the new CIL process
9. Open Spaces
 - a. SAM2/Speeding - see item 7b, It was agreed for the Clerk to research options regarding speed signs and to contact the County Councillor to find out about funding options.
 - b. Play area inspection – no issues identified, it was noted that there is a lot of mole activity on the playing field – Cllr Rocklin to see if her pest controller has the appropriate insurance in place to trap moles in a public area
 - c. Telephone Box/Defibrillator – It was agreed for Cllr Rocklin to pilot a village food & craft box scheme
10. Biodiversity – It was noted that the wildflower strips surrounding the fields of the Althorp Estate have been very successful in increasing wildlife
11. Footway lighting – see item 7C, no further issues reported
12. Finance
 - a. Late payments – None

- b. Accounts for payment – the following were approved:
 - Accounts software £31.20
 - Wages £274.41
 - Wages (arrears due to 2025 pay award, backdated to April '25) £59.43
 - Grass cutting £1020.58
 - Streetlighting maintenance £36
 - Christmas tree £325.50
 - c. Finances received – None
 - d. October bank reconciliation – The reconciliation was agreed, it was further agreed to transfer funds from the current account to the saving account to leave £6,000 in the current account after this months payments had been made. It was further agreed for the Clerk to provide updates on performance against budget and ringfenced figures.
13. Correspondence – None received
14. Highways
- a. It was noted that the drain in the road by village green is starting to collapse, highways are apparently aware as it has been marked on the road
 - b. Pothole on Dunns lane, Cllr Baker to report to highways and to provide details to Clerk to further report as Clerk advised that the more reports filed with Highways the more likely they are to repair.
 - c. Ivy overhanging the path on Burnham Road – Clerk to report to highways
 - d. Parking on pavement along West Street – Cllr Brettingham Smith to speak to resident.
15. Planning
- a. Applications – None
 - b. Decisions – None
- 16 Staffing – Local Government pay award April 2025 – The clerk reported that this has now been decided, Clerks rate has increased to £15.82 per hour, backpay owed as a result equals £59.43. This was agreed.

Date of next meeting – 11th December

Meeting closed at 7.22 pm

.....Chairman

.....Dated

THESE MINUTES ARE UNCONFIRMED UNTIL APPROVED BY FULL COUNCIL