STIFFKEY PARISH COUNCIL

Chairman:- Councillor J. Lawrence **Vice-Chairman:-** Councillor M. Williams

Dear Sir/Madam, 21st July, 2025

You are hereby summoned to attend a meeting of **Stiffkey Parish Council** to be held on **Monday 28th July, 2025** at **7.00 pm** in **Stiffkey Village Hall.**

Yours faithfully,

Mrs J. L. Chance
Clerk.

AGENDA

1. **Minutes of the Meeting held on Monday 27th May, 2025**
   To agree the Minutes of the Meeting held on Monday 27th, 2025.

2. **To receive apologies for absence.**

3. **To receive declarations of interest and requests for dispensations.**

4. **Public Participation** – To allow members of the public opportunity to inform the meeting. This item is limited 15 minutes (maximum of 3 minutes per person.

5. **County and District Councillors' Reports.**
   - **5.1** County Councillor's Report – Including Devolution and LGR updates.
   - **5.2** District Councillor's Report – Including Broadband and Digital Switchover.

Clerk:- Julie Chance, Pine Lodge, Gimingham Road, Trimingham, Norfolk, NR11 8HP
Telephone No:- 07305048062
Email:- clerk@stiffkeyparishcouncil.gov.uk

6. **Planning Matters.**

6.1 PF/25/1291 – 14 Wells Road, Stiffkey, NR23 1AJJJJ

6.2 Decisions – The Saltings, 68 Wells Road, Stiffkey – Approved.

6.3 Local Plan Timetable – District Councillor Holliday – Circulated.

6.3 Reform of Planning Committees Consultation – Cllr. Hooper.

6.5 Additional Planning Training – Cllr. Hooper.

7. **Police.**

10.1 SNAP Meeting and SNAP Priorities – Update.

8. **Finance.**

8.1 To sign Annual Accounts for the year ended 31st March, 2025.

8.2 To agree cash book for the period to 30th June, 2025.

8.3 To agree bank statements against cash book to 30th June, 2025.

8.4 To consider the following payments.

	£
Clerk's salary, office allowance and travel payslip circulated – June and July, 2025.	598.08
HMRC	129.60
Stiffkey Village Hall	180.00
T.T. Jones Electrical – Street Light Maintenance	41.51
Norfolk ALC – Website Hosting Fee	84.00
NNDC – Dog and Litter Bins	296.40

8.5 To consider the following grant applications and agree action:-
Stiffkey Parochial Church Council – Request £50 – Circulated.
Stiffkey Local History Group – Request £50 – Circulated.

8.6 To receive update concerning newsletter and agree action.

8.7 Bus Shelter Grant Funding – To receive information and agree action.

8.8 To discuss draft Budget – To be agreed at September meeting.

9. **Healthy Stiffkey Working Group.**

9.1 **Transport Scheme** – To receive update.

10. **Annual Review of Policies.**

10.1 Freedom of Information – Circulated.

10.2 Biodiversity – Circulated.

10.3 IT Policy – Circulated.

11. **Highways.**
    - **11.1** Temporary Road Closures – Circulated.
    - **11.2** H – Bars – To receive update.
    - **11.3** Road side Bridge Street Junction to Stiffkey Stores - to receive information and agree action.
    - **11.4** Surface of Hollow Lane - to receive information and agree action. Cllr. Hooper.
    - **11.5** Drains Choosley Hill and Cockthorpe Hill – to receive information and agree action.

12. **Stiffkey Trod:-** Update.

13. **Sewage Spills – Anglian Water:-** Update.

14. **Meeting Dates 2026.**
    - **14.1** To agree the meeting dates for 2026 – Circulated.

15. **Reports from Meetings.**
    - **15.1** Town and Parish Council Briefing **–** Devolution and Local Government Reorganisation – Cllrs. Hooper, Husain and Williams.
    - **15.2** Community First Responders – Cllr. Hooper.
    - **15.3** National Trust – New General Manager – Cllrs. Hooper and Williams.
    - **15.4** Norfolk Coast Forum **–** Cllr. Hooper.

16. **NNDC**
    - **16.1** Website Details – Update.
    - **16.2** To consider information concerning NNDC Assets and agree action.

17. **National Trust Bird Management Plan –** Update.

18. **DEFRA Floods** – Cllr. Hooper.

19. **Consultations –** Cllr. Hooper.
    - **19.1** Denistry.
    - **19.2** Health Survey.

20. **Meeting Transparency** – Cllr. Hooper.

21. Correspondence – To note.

21.1 Norfolk ALC – Various Papers – Circulated.

22. Date of the next meeting.

The next meeting has been noted as Monday 29th September, 2025 at 7.00 pm in the Stiffkey Village Hall.

STIFFKEY PARISH COUNCIL
BUDGET FOR YEAR ENDING 31ST MARCH 2026

	Year 2024/2025	Year 2025/26	Year 2026/27
RECEIPTS			
Precept	£8,100.00	£8,100.00	£8,400.00
Cottage Access	£1,500.00	£1,500.00	£1,500.00
Bank Interest	£150.00	£150.00	£200.36
Camping Hill Garden Plots	£100.00	£80.00	£80.00
Under-reported Precept	-		
Total Income	**£9,850.00**	**£9,830.00**	**£10,180.36**
EXPENDITURE			
Clerk - Salary	£2,768.90	£3,011.84	£3,271.42
- PAYE/NI	£692.22	£752.96	£817.86
- Working From Home Allow.	£300.00	£300.00	£312.00
- Mileage	£210.00	£230.00	£248.08
Administration	£100.00	£100.00	£100.00
Training	£250.00	£250.00	£150.00
Subscriptions	£130.00	£130.00	£200.00
Website	£150.00	£100.00	£100.00
Bank Charges	£72.00	£72.00	£72.00
Audit	£60.00	£60.00	£40.00
Newsletter	£140.00	£140.00	£130.00
Hall Hire	£175.00	£180.00	£180.00
Camping Hill Licence	£100.00	£100.00	£100.00
Dog Bins	£300.00	£260.00	£260.00
Insurance	£500.00	£360.00	£800.00
Repairs and Replacements	£225.00	£225.00	£474.00
Street Lighting - Electric/Repairs	1,000.00	£1,000.00	£700.00
Cottage Access	1,500.00	£1,500.00	£1,500.00
Grants/Donations S137	£20.00	£108.20	£125.00
SAM2 Battery/Repair	£256.88	£150.00	£50.00
Contested Election	£450.00	£450.00	£250.00
Reserves	£450.00	£250.00	£200.00
Defib	-	£100.00	£100.00
Total Expenditure	**£9,850.00**	**£9,830.00**	**£10,180.36**

The increase of £300 in the Precept will result in an increase in Council Tax of £1.92 per household per year.
The total Council Tax per household per year will be £53.81.
This is a 3.6% increase in the Precept.

STIFFKEY PARISH COUNCIL
MEETING DATES FOR 2026

Monday 19th January, 2026 – Stiffkey Village Hall – 7.00 pm.

Monday 16th March, 2026 – Stiffkey Village Hall – 7.00 pm.

Tuesday 26th May, 2026 – Stiffkey Village Hall – 7.00 pm
Please note that this is the Annual Parish Meeting and the Annual Meeting of the Parish Council.

Monday 20th July, 2026 – Stiffkey Village Hall – 7.00 pm.

Monday 21st September, 2026 – Stiffkey Village Hall – 7.00 pm.

Monday 23rd November, 2026 – Stiffkey Village Hall – 7.00 pm.