

SOMERTON PARISH COUNCIL

Minutes of the Somerton Annual Parish Council Meeting held on
Tuesday 5 May 2026 at The Village Hall, Cottage Road, Somerton at
7.00pm.

Present: Cllrs J Clift (JC), D Shuker (DS), R Starling (RS), P Young (PY), P Beard (PB), and D Crane (DC)

Also present: Nicola Ledain (NL) – clerk, 4 members of the public

1. Apologies

Apologies were received from District Cllr/ County Cllr James Bensly and Parish Councillor Kevin King.

2. Election of Chair

After a proposal by RS, seconded by PY, JC was duly elected for the ensuing year.

3. Election of Vice Chairman

It was agreed that a vice Chairman was not needed, and that if the situation arose, one would be elected at the meeting when they were required.

4. Declarations of Interest

- a) JC declared a personal interest as she lived near the tree subject to the planning application.
- b) RS declared a personal interest in item 7a, as he attended the Upper Thurne Working Group representing the Broads Reed & Sedge Cutters Assoc. Secondly in item 9 as a user of the Somerton Staithe & Boat Dyke.
- c). DS declared an interest as a Trustee of the Somerton Staithe & Boat Dyke Charity re item 9.

5. Public Speaking

- a) There were no members of the public wishing to speak.

6. Minutes of the previous meeting

After a proposal by DS and seconded by DC, the Council agreed the minutes of the meeting held on 3 March 2026.

7. Review of delegation

- a) Upper Thurne Working Group – KK would be asked if he wanted to continue otherwise DS would step in.
- b) Patient participation – JC would continue and an update would be written for the village newsletter.
- c) Staffing committee – PB, PY, KK and DS (reserve).

8. Matters for reporting from previous meetings

a) Review action list

- i. The replacement seat bench at the bus shelter near Primary House had been delivered and was in situ.
- ii. All other items on the action list were on the agenda.

b) Footpath Updates

- i. Footpath No.8.(Hundred Stream) – No progress – KK was checking with the Records Office. It was agreed that the Broads Authority Local Access Forum were contacted and RS to give details to JC. It was noted that the simplest way would be for the route to be opened via the landowner under a permissive agreement.
- ii. Footpath number 1(Winterton Road to Parish Boundary with Hemsby) – the clerk reported that having been considered by Hemsby Parish Council, they had decided not

to progress with it i.e to seek an application with the County Council to re-open the section of path in Hemsby which originally connected with Somerton F.P.1. It was noted that there was someone in the village who was trying to re-open circular walks and PB would follow up.

iii. Coronation Lane – Mill Lane –RS reported that the case officer had written on 1st May to advise that the consultation period had finished and they will write a report. The decision / conclusion would be sent to legal services and then notice of decision sent to PC. The route was open and could be walked.

c) **Highways Engineer visit** – this had been deferred by the engineer due to the pre-election period. This was a priority and would be arranged asap.

d) **Road Signage – Update on Winterton Road sign by Primary House**

This had been reported.

e) **BT Open reach pole**

RS had emailed Rupert Lowe M.P.'s office who were contacting the County Council on this matter.

f) **Horsey Road Willows**

The clerk had received a response from Highways stating that they advise of any cutting schedules as it was with the Area Manager who was investigating budget allocation etc for such works. The council asked the clerk to respond emphasising that it was becoming hazardous for road users and needed to be put on the schedule for the forthcoming autumn.

g) **Light Pollution.**

The issue regarding the night lights from Hemsby arcades had been resolved with Great Yarmouth Borough Council environmental health visiting the owners.

h) **Surface Water Drainage**

RS had circulated details and this would be put on the website. Unfortunately no suitable map was found to accompany the report.

i) **Winterton Road Hedge**

RS received a phone call from Burnley Hall to inform him that it had been cut.but the representative later admitted that part of the hedge near the junction with Collis Lane had not been cut owing to road works. At this point, PB raised litter in dykes along the Horsey Road. It was noted that in the recent litter pick, considerable amounts had been picked up and thanks were given to the various helpers in the village who had supported the litter pick. JC would draft a letter to Environmental health regarding the litter that had been found in the recent litter pick to request that security cameras be used in the future.

9. Planning

BA/2026/0117/TCAA – Tree To The North of The Dyke, and West of Horsey Road, The Staithe, West Somerton. Proposal – T1: Oak: remove 3 lowest branches over the dyke, lift to 5m over the highway. The council agreed that there were NO OBJECTIONS, having been proposed by RS, and seconded by DC.

10. Matters for consideration.

a) **Grass Cutting around the village sign on the Staithe**

It was AGREED that the grass around the village sign on the staithe would be cut.

b) **To consider insurance quotes**

The insurance quote of £327 (the same as last year) was agreed, but the clerk would check if it was a 3 year agreement. Proposed by RS, seconded by PB.

11. Financial matters.

a) The balances of the bank accounts were reported:

i. Current account: £10815.67

ii. Business account: £7644.64

b) The following payments were agreed, having been proposed by RS and seconded by DS.

- i. Nicola Ledain – clerk salary April and May: £414.78.
 - ii. Pet Waste Solutions: £36.60
 - iii. Insurance: £327
 - iv. Ross Bird: £270
- c) .End of year accounts
 - i. Having considered the assertions on the Annual Governance Statement 2025/26 the council authorised the Clerk and Chairman to sign.
 - ii. Having considered and approved the Accounting Statements 2024/25, the council authorised the Chairman to sign.
 - iii. The council agreed that the council's income and /or expenditure was less than £25k and authorised the clerk and chairman to sign the certificate of exemption

12. Policies

- a) The Asset register was still being worked on by KK and would be brought to a future meeting.
- b) Retention of documents was AGREED. The old minute books from more than 10 years ago should go to the Record Office. The Clerk will visit the Record Office and make further enquiries.
- c) Standing orders were AGREED.
- d) Financial regulations were AGREED.

13. Highways Matters

There were no additional highways matters to report.

14. Correspondence

The Chair reported that she had replied to the email from Mr Bycroft regarding the sale of the pub confirming that the parish council were not interested in purchasing the pub.

15. To receive items for the next agenda

- a) BT OpenReach pole, footpath coronation lane – mill lane, VAT refund, asset register, Highways Engineer

16. To note the date of next meetings: Tuesday 7 July 2026

Meeting finished at 8.00pm

Action List

- 1. Repaint Village Sign Lettering.
- 2. NCC Highways Engineer visit – NL
- 3. Horsey Road – NCC Pollard Willows – NL
- 4. Footpath 8 – Broads Local Access Forum – JC
- 5. BT/Openreach Pole – Liaise with MP's Office – RS
- 6. Coronation Lane/Wind Turbine Track footpath application – RS
- 7. Records Office – Minute Books storage - NL