



NORTH WALSHAM TOWN COUNCIL

Minutes of the Council Meeting

held on Tuesday 25th November 2025 at Cedar House, 3 New Road, North Walsham NR28 9DE

Present:

Town Councillors:	B Wright (Chair) (BW)	T Scannell (TS)	R Smith (RS)
	E Seward (ES)	H Richardson (HR)	R Reid (RR) (arrived 18.42)
	L Eastwick (LE)	J Reid (JR)	

District Councillors: M Gray (MG), L Shires (LS)

County Councillor: L Shires (LS)

Town Clerk: Wendy Murphy (WM)

Members of Public: 3

The meeting opened at 18.30.

- APOLOGIES FOR ABSENCE** - (To be recorded, the Lead Officer should be notified no later than 17:00 on the day of the meeting)
Apologies were approved from P Heinrich, P Brand. In addition, apologies were also received from District Cllr. Kate Leith and County Cllr. Saul Penfold
- DECLARATIONS OF INTERESTS & REQUESTS FOR DISPENSATIONS** - (Standing Orders: 13b-pecuniary interest; 13c-personal interest if the code of conduct requires; Councillors will leave the meeting for the item, unless a dispensation is granted)
ES - NWIB
- MINUTES** - (Standing Order: 3t vii-approve resolutions made as an accurate record; Standing Order: 12a-emailed with agenda, taken as read)
It was **RESOLVED** that the minutes from the Full Council Meeting 28th October 2025 and Extra Ordinary Meeting 13th November 2025 are signed as a true record.
- TO RECEIVE INFORMATION ON MATTER ARISING FROM PREVIOUS MEETINGS NOT ON THE AGENDA**
The Clerk gave her verbal report
ES confirmed that the NWIB grant application had been successful
- TO RECEIVE MAYOR'S ANNOUNCEMENTS**
The mayor confirmed that he had attended the Remembrance Day events and had laid 3 wreaths on behalf of the Town Council.
- CO-OPTION**
It was **RESOLVED** to Co-Opt Steven Nichols and Samie Leavey-Kuhn as members of the Town Council. Their Declarations of Acceptance were signed in front of the clerk.
- OPEN FORUM FOR PUBLIC PARTICIPATION**
 - District Councillors**
LS confirmed that her report will be sent round and is now added to the minutes. MG confirmed that the bins at the Churchyard are looking tidier. He is waiting for the scaffolding to be removed before the bin compound can be done.



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- 7.2. County Councillors – LS gave her updates including Norwich Road flooding and cleaning of the drains.
7.3. Police – No report received
7.4. Public - (Standing Orders: 3e-Items on this agenda; 3f-Total duration max 15mins; 3g-Max 3mins per person; 3h-Questions do not require a response at this meeting)

It was asked why Healthier North Walsham Event did not go ahead – The clerk confirmed that she had cancelled the event as the speakers were not able to attend.

It was asked about the Former Sports Ground, Station Road and the member of public confirmed that not enough was being done to look at this application. It was confirmed that there was not enough green space on the West of North Walsham. LS confirmed that this needs to be looked at on further planning applications.

8. FINANCE

- 7.1 It was **RESOLVED** to approve the Expenditure since October meeting
7.2 It was **RESOLVED** to approve the Income since October meeting
7.2 Bank Reconciliation up to 31/10/2025 was received
7.3 A summary of Receipts and Payments was received
7.4 It was agreed to defer the amount earmarked for Kings Arms pavement until the Budget for 2026/2027 is reviewed.

9. CORRESPONDENCE AND ITEMS FOR INFORMATION ONLY

- 9.1. Correspondence:
MP November Parish Report was received
Letter from M Gayfer thanking the Town Council for his long service gift.
9.2. Clerk's decisions - (by either Financial Regulation 4.1-In conjunction with Council Chair / Deputy Chair or Committee Chair within budget under £1,500; OR 4.5-Urgent, essential, health & safety or if the Clerk deems necessary)
Heating Engineer has been to look at the Air Source Pump at the Pavilion as there was no heating. A service plan will be put in place.

10. TO DISCUSS AND AGREE RESPONSES TO PLANNING APPLICATIONS UP TO 28TH OCTOBER 2025

- **PF/25/1831 58 Norwich Road**
Demolition of redundant barn, outbuildings, two storey house and pole barn, and erection of 7no. dwellings - It was **RESOLVED** to **OBJECT** to this application as this area appears to be over developed and there was a concern of traffic movements and access
- **PF/25/2441 41 Spenser Avenue**
Erection of single storey rear extension and erection of rear extension to detached garage - It was **RESOLVED** to **APPROVE** this application.
- **PM/25/1662 Former Sports Ground, Station Road**
Details of appearance, landscaping, layout and scale, matters reserved under outline planning permission PO/20/1251 (Erection of up to 54 dwellings with public open space, new vehicular access, landscaping and associated infrastructure (access only) – It was **RESOLVED** to give no **FURTHER COMMENTS** on this application.
- **PF/25/2543 Woodland View, 43A Marshgate**
Single storey rear extension to dwelling – It was **RESOLVED** to **APPROVE** this application.



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11. TO RECEIVE THE MINUTES FROM THE FINANCE MEETING AND AGREE THE DECISIONS MADE FOR THE TRANSFER OF ASSETS FROM NNDC

The Minutes were received and it was **RESOLVED** to **AGREE** to pursue the Town Council's interest to transfer Amenity Assets from North Norfolk District Council

12. TO RECEIVE THE MINUTES FROM THE DEVELOPMENT AND AMENITIES MEETING AND AGREE ANY DECISIONS MADE

The Minutes were received and it was **RESOLVED** to **RATIFY** all the decisions made by the Development and Amenities committee.

13. ITEMS FOR NEXT AGENDA/LATE ITEMS FOR DISCUSSION ONLY - (Standing Orders: 9b-Agenda items to be received at least **7 clear days** before the meeting; 9f-The Proper Officers decision whether to include the items on the agenda shall be final)

Lease for Poppies

14. DATES OF FORTHCOMING MEETINGS

Finance Committee – Tuesday 2nd December 2025 6.30pm

Full Council – Tuesday 16th December 2025 6.30pm

Finance Committee – Tuesday 6th January 2026 6.30pm

Development & Amenities Committee – Tuesday 20th January 2026.30pm

Full Council – Tuesday 27th January 2026 6.30pm

Meeting closed at 19.40