

THORNHAM PARISH COUNCIL

Minutes of the Thornham Parish Council Meeting held on Wednesday 10 September 2025 at 7.00 pm at Thornham Village Hall.

Present:

Cllrs S Mocatta (Chair), A Chesterman (Vice-Chair), A Needham, D Arthur, A Jamieson and S Greef

Clerk: Sarah Raven

Members of the Public: 7

1. Apologies for Absence:

Cllr I Barrett (Personal)

2. Declarations of Interest and requests for Dispensations by Councillors in any of the Agenda items listed:

Cllrs A Needham and S Greef 7.7 (not pecuniary)

3. Public Participation:

- Coal Barn – The property owner attended the meeting to provide an update on the Coal Barn.

The Parish Council expressed concerns regarding the condition of the fencing and rubble falling from the stonework.

The owner apologised for the lack of progress in recent years. She explained that in 2017 she had a budget in place and engaged an architect, with plans to develop the barn for activities such as dance therapies and art-based projects.

Following the purchase, she had intended to preserve the original façade, but personal circumstances delayed progress. Since 2021, she has been working on arranging a mortgage and updating her business plan.

An architect is currently exploring the use of floating foundations to avoid altering the structure. Funding options are also being explored, including community enterprise grants.

The internal structure is reported to be sound. Existing concrete render is intended to be replaced with lime render. Loose rubble has already been removed and placed in a pile. Harris fencing will be installed around the site.

Approximately £25,000 is required to progress the project, and the owner is seeking to raise this amount. She confirmed she would be able to share the architect's plans with the Council.

Cllr S. Mocatta thanked the owner for attending and for providing the update, which had been very helpful. Councillors asked for clarification on both the short- and long-term plans for the barn, emphasising that it is an iconic building. The Council stressed the importance of making the structure safe as a priority, with particular concern expressed regarding the east side. Cllr T De Winton noted that progress was essential to ensure safety.

- 8 Castle Cottages – the house is very overgrown, rat infested since the owner died. Borough Council are not progressing. Cllr T De Winton will chase Environment Department at Borough Council.

4. Reports

- 4.1 County Councillor – Cllr A Jamieson – Report circulated. Updates Parish Partnership Scheme, Local Members Fund available for Highways issues and Norfolk Community Fund. Local Government Reorganisation, Norfolk County Council plans on having one council as the savings are significantly higher than having three councils. Westminster will make the final decision as to 1 or 3 councils. Bids to be in by 26th September, consultation October/November. Decision made in March 2026. Election for the current Norfolk County Council in May 2026 and election for new unity/unities authorities later in 2026.
- 4.2 Borough Councillor – Cllr T De Winton – Cllr S Mocatta thanked Cllr De Winton for the Community Grant given to the Thornham Village Hall & Playing Field to allow the film nights to start. Cllr T De Winton updated Local Government Reorganisation that Borough Council would like three councils. He explained that Tennis Week had a few issues at Brancaster, but Thornham was quiet. Tennis tournament was a great success at Hunstanton. He explained about Anglian Water's concerns regarding lack of capacity for planned housing developments. Fewer planning applications being submitted. He had concerns raised for the second homes council tax and also Air B&B's avoid paying rates. Cllr S Mocatta asked when the CIL grant applications would be opened. Cllr De Winton explained they have been rewriting the policies and will be opened around December.

5. Minutes of the last council meeting held on 23 July 2025

- 5.1 The minutes of the meeting held on 23 July 2025 were APPROVED and signed by the Chair, Cllr S Mocatta.
- 5.2 Clerks Report: Land Registry chasing Hayes & Storr. Reported drains opposite Orange Tree need cleaning out and lump near bus stop.

6. Planning:

- 6.1 Housing needs Survey with Community Action Norfolk: As Community Action Norfolk not able to attend, Zoom meeting to be arranged and then update at next meeting.

7. Finances

- 7.1 **Finance Chair Report** –Current Account £868.46 and Savings Account £62640.48.

- 7.2 **Accounts for Payment:**

Payments	£
PKF Littlejohn External Audit	252.00
Scribe Accounts monthly DD August	52.40
Cloud Next (domain Hosting	119.98
Cloud Next (Gov.uk domain Name)	60.00
S Raven Expenses	102.66
S Raven Wages	1208.56
HMRC	525.29

These payments were APPROVED.

7.3 **Money Received:**

Receipts	£
None	

7.4 **Bank Reconciliation July and August 2025** – Bank Reconciliations for both accounts, Statements and Budget Comparison had been circulated to all Councillors. These were AGREED.

7.5 **Insurance** Quote 1st October: It was APPROVED to continue with the 3 year term with Clear Insurance who would be dealing with Ecclesiastical now rather than Aviva. The quote was £862.48

7.6 **Parish Partnership 2026/2027** – Any highways infrastructure projects could be grant funded by 50%. Deadline 1st December 2025. Staithe Lane being a quiet lane and perhaps a shared white line for pedestrian to walk from junction of Ship lane towards the Harbour. Highways Engineer had been contacted but trod not able to be supported as not enough room. Cllr A Jamieson would see if he could action another cut for the verges and also follow up about a quiet lane and pedestrian markings.

7.7 **Parochial Church Council:** Donation been requested for help with Church clock. This would be £2414.00. The PCC had raised further donations to assist with repairs. It was APPROVED to donate £2414.00.

7.8 **Shore Road sign:** Sign had been damaged. Quote for new sign would be 762x762 ACM £51.49 plus VAT. It was APPROVED that this would be a parish council asset. Clerk to send a copy to Cllr Jamieson for checking this is permitted in AONB area.

7.9 **Pay Agreement for Local Government Services :** Clerk wages to increase and backdated to 1st April 2025. Hourly rate at present SCP23 £17.29 now increased to £17.85. This was APPROVED.

8. **Village Matters:**

8.1 Future Community Events: Film Cinema Nights : 25th September at 7pm. Donations requested. Tea, coffee, cake and bar provided. Film licence does not allow us to advertise only at the Noticeboard or mailings from Thornham Village Hall. National Theatre Live starting 19 October at 4pm. Winter Warmers starting 10 October.

8.2 Coal Barn: Clerk to thank Property Owner for attending and updating.

8.3 Bus Shelter (A149 near Green Lane junction): 2 quotes received for wooden bus shelters 2 quotes for clear bus shelters but no quotes for brick. It was AGREED to replace the bus shelter. It was APPROVED to place an application for Newstead pitched roof wooden shelter from Littlethorpe. The quote was for £7995 plus Delivery£665.00 plus VAT total £10392.00 under the bus shelter grant scheme. Clerk to proceed with the application. Position to go next to the bench.

9. **Governance:**

None.

10. Outside Agencies:

- 10.1 Thornham Village Hall & Playing Field Ltd and New Pavilion – [Report attached.](#) Update on play area. The Trim Trail step is being replaced thanks to a donation by BagLadies. Other repairs to the play area will be undertaken in due course by Online Playgrounds.
- 10.2 Thornham United Charities – Jubilee Meadow – [Report below.](#) The annual strip will be sprayed, and the annual strip will be rotavated.
- 10.3 Thornham United Charities (TUC) constitution: At present Lord of the Manor, Vicar and 4 representatives nominated by the Parish Council. There is no vicar. The reformed constitution would make TUC a much more open, transparent and democratic charity. The draft constitution would be for the Parochial Church Council to nominate one Trustee; the Parish Council nominate one Trustee and then four Trustees would be elected on a quadrennial cycle. Because of the changes this will impact on the Parish Council, PCC and Lord of the Manor. A draft report will be sent through to the Parish Council in due course for approval. In the meantime, so the TUC constitution is valid it was APPROVED that the four nominated Trustees are appointed as Parish Council representatives J Warham, C Venes, P Hewitt, R Goddard until this is dealt with at the May Annual Parish Meeting.

11. Highways and SAM2 Units

- 11.1 Agricultural tractors through the village: Using their mobile phones and speeding through village. Keep monitoring.
- 11.2 SAM2 : Memorandum of Understanding with Norfolk County Council
Highways have signed off the other two position. Speed Camera has been in the village. 32 offences for speeding in July. SAM2 results 85th percentile was 30mph or lower. Evidence will be sent to the Police. Ringstead Road position may not be working properly.
- 11.3 Staithe Lane and pedestrian walking: Updated at 7.6 above. Hedging Staithe Lane to be cut back but at present, awaiting on Highways to check boundaries.

12. Health and Safety and GDPR Updates:

- 12.1 Akeva Ltd – Quote to appoint to undertake the health & safety for £495. This was APPROVED. Clerk to arrange visit and will discuss pond issues to gain advice.

13. Correspondence received:

- 13.1 Coastal Path Weybourne to Hunstanton: For Thornham main coastal path goes along A149 on the northside of the field hedge not on the trod by the road. Cllr Jamieson waiting for this to be confirmed. Once this is finalised this will be sent to Councillors.

14. Reports from Councillors and Clerk on any meetings attended.

- 14.1 Saxon Shore Meeting – Cllr A Needham and Clerk attended. No further updates. Next meeting on 21st October at Old Hunstanton.

15. Items for Next Agenda

None.

16. Date and Place of Next Meeting Wednesday 8 October 2025 at 7 pm in Thornham Village Hall.

Dates and times of meetings: All meetings start at 7pm in the Thornham Village Hall on 8 October, 12 November and 10th December 2025.

Meeting closed at 9.00 pm

.....Chair

Dated:

**THESE MINUTES ARE UNCONFIRMED UNTIL APPROVED BY FULL COUNCIL
AND SIGNED ABOVE BY THE CHAIR**

Thornham Jubilee Meadow Working Party

Report to Thornham Parish Council September 2025

Since the last report to TPC in July the Jubilee Meadow Midsummer Newsletter was circulated to every house in the village with additional copies left in the church, Deli, Drove Farm and TVHPF. This was well received and thanks to John Warham for the high quality of this production. It has produced a very positive response from a number of parishioners.

In truth the meadow looks comparatively dull at this point in the year. Like much of our garden plants and arable farm crops, the meadow flowered early this year but the season also ended earlier and with the drought has not looked at its finest.

Meadows do not maintain themselves. To stop the grasses taking over and to ensure the variety of wildflowers continues to flourish work needs to be done. Acting on the advice of our expert advisor, Ed Cross, the following course of action starts later this month.

The meadow will be sprayed, this is essential to control the grass growth. Exact timing of this is weather dependent but warning notices will be put up. This year's growth will be cut and lifted. It is essential to prevent the land getting nutrient from the cut as this favours grass growth whereas as wildflowers prefer less fertile ground. The annual and perennial areas will be rotavated to prepare for new seeding.. The new seed will then have to be spread. This is most likely to be November and we are likely to ask for volunteers to help with this.

We have identified a small number of trees which did not survive the drought. These will be removed and replaced over the winter by our specialist tree man, Janek. Nest boxes will be checked and cleaned. We will not need to continue with our watering regime over the autumn/winter but will be ready next spring.

We have been grateful for the volunteer support especially with regard to the ragwort removal. Not just on the organised large scale ragwort pulling but also the individuals who work individually to help maintain the meadow, our sincere thanks. We will not remove the ragwort completely as it is the unique home to one rare moth species but we must continue to limit its growth as it does spread rapidly.

If you want to keep up with events and activities on the meadow then you can subscribe to the Newsletter, contact John Warham on johnwarham@hotmail.com for more details or information re the meadow.

We are pleased to see the meadow developing as a long term legacy for the community. We have had so many people tell us how much pleasure they get from walking or just sitting in the meadow and enjoying the open sense of nature and the calm and tranquillity that the meadow generates. Thank you for your support.

CV for Jubilee Meadow Working Party
2025

4th September

Thornham Village Hall & Playing Field – New Sports Pavilion

Brief for Thornham Parish Council Meeting – Wednesday 10th September 2025

Fund raising

NSP Fund stands at £371,202. Four organisations have been approached for the approximate £140K cost of Phase 2 – the internal completion of the building. Sports England have agreed to match-fund £15K until the end of October and currently we have just over £3K. Please spread the word by any means possible, as under these circumstances small sums are every bit as important as the larger ones.

Build progress

The external walls are up as are the internal walls that hold up the roof. Further partitions will be put in place once the underfloor heating and subfloor insulation are installed.

Programme review

- Scoreboard integration, windows, doors, cladding and possible clock by end October.
- Timetable for Phase 2, the internal fitout, will depend on funding progress. At this stage the kitchen and bathrooms are the probable priority.

AW King-Harman

10 Sep 2025

Secretary