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## Crimplesham Parish Council

### Minutes of the meeting of Crimplesham Parish Council, Thursday 17<sup>th</sup> July 2025, 18.45pm

**Committee Members:** Cllr Satur (Chair) Cllr Dodds (Vice-Chair), Cllr Woods.

**Those Present:** Cllr Satur, Cllr Dodds, Cllr Woods, M Hilton Clerk

**Public:** four

**Apologies:** BCllr Moriarty

#### MINUTES

1. **Welcome and opening remarks:** The chair welcomed everyone to the meeting.
2. **To consider and approve apologies for absence:** these were approved
3. **To declare any conflicts and pecuniary interests on any items on this month's agenda:** none received.
4. **To approve the minutes from the last meeting:** these were approved and signed by the Chair.
5. **Public Forum:** Rev Moat (at St Mary's Crimplesham) is attending Parish Council meetings to build links between the village and the church. He hopes events like Remembrance Sunday, Harvest and Christmas will become bigger events with parishioners attending. He said there is a meeting on 27/7/25 at the church, with the main topic being the history of the church. He would like to see the church become a community hub, with maybe a 'Friends Group' set up. A parishioner suggested a crochet/knit group to make poppies for Remembrance Sunday.  
Another parishioner said a small purpose-built building would be good, but this would have to be viable.  
A letter addressed to the Playing Field Trustees was given to the Chair from the Village Hall Trustees, but not opened.
6. **To receive an update of the Action Log:**
  - The bench is undergoing renovation; the cost is £180. This was approved by Council.
  - The swing at the playing field is covered in bird excrement, the Council approved to by bird guards at the cost of £80. It was agreed the Parish Council will pay for these.
  - The cherry trees are in poor condition due to the lack of rain.
  - The grit bin has been moved next to the bus shelter
  - The Poor Land Trust, Cllr Woods to contact Pauline Baines to see if the constitution says a Cllr should be on the committee.
7. **To discuss any general correspondence:**  
None received.
8. **To approve IT Policy and The Financial Regulations:** The Clerk discussed item 9ii because the IT Policy follows on from this. Under new regulations the Clerk and Cllrs should have GOV.UK email address. The Council then owns these addresses and can be shut down if a Cllr leaves the Council. This helps with GDPR and Data Protection. The Council approved this. The Council also approve the IT Policy and the Financial Regulations
9. **Reports from individual Councillors, Council Groups and Clerk .**
  - i. To discuss planning applications: none this month.
  - ii. To discuss adopting GOV.UK email addresses: discussed under item 8

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**10. To consider and receive reports on Health and Safety issues:** on Albanwise land, bags of fertilizer have been left on the field. Cllr Satur will visit the manager and see if anything can be done. The public footpath hasn't been maintained for a while this will also be discussed.

### 11. Finance matters

- i. To note and approve monthly expenditure. This was noted.

#### Payments for June 2025 Authorisation

Payee	Goods/Services	VAT	TOTAL	DD/EP electronic payment/direct debit	Supplier/Service
Melanie Hilton expenses	130.70	24.14	154.84	EP	working from home allowance, Website domain
Melanie Hilton	330.46	0.00	330.46	EP	21 Hours
HMRC	82.40	0.00	82.40	EP	Month 3
Methodist Church	16.00	0.00	16.00	EP	Hall hire 14th May 25 (pd 23/6)
SSE	133.37	6.67	140.04	DD	Street light energy
<b>TOTAL</b>	<b>692.93</b>	<b>30.81</b>	<b>723.74</b>		

- ii. To note income and expenditure balances reconciled from the previous month: this was noted.
- iii. To note the Quarterly Progress Against Budget: this was noted
- iv. To discuss a new laptop for the Clerk: The Clerk explained the issue with the current laptop. A quote will be produced for the next meeting.
- v. To discuss the Parish Partnership Scheme. Currently the Council have no projects planned which this would help with.

**12. To propose agenda items for the next meeting.** Please let the Clerk know at least a week before the next meeting.

**13. To confirm the date and time for the Parish Council Meeting** – 18<sup>th</sup> September 2025 at 6.45pm.

**14. Close:** the meeting closed at 19.29pm

**Signed by the Chair** ..... **Date** .....