

Minutes of Norbury and Roston Parish Council Meeting held on Monday 22nd September 2025

at 7.00pm in The Mary Clowes Hall

Present: Cllr. Karl Davis (Vice Chair), Cllr. Anne Lewis, Cllr. Karena Freeman, Cllr Michele Robinson

Cllr Steve Bull (DDDC), and Miss Katy Granter (Clerk).

1. **Apologies**, Cllr Steve Davis (Chair) CLLR Sue Bull (DDDC)
2. **Public Participation** - none
3. **Matters Arising**
 - a. **Parish councillor's commitment** – following the village hall meeting it was noted that ‘no one’ within the village knew who the Parish Councillors are and that they are not visible and present at any of the village events. Cllr Karl Davis (Vice Chair) spoke on behalf of the Parish Councillors and stated that although the photos of the councillors are displayed on the village notice boards and website there does need to be more effort made to ensure the villagers have the opportunity to approach the councillors at various events. It was agreed that each Councillor would select from the calendar of events which ones they shall attend. It was also mentioned to reintroduce the ‘welcoming of any new residents to the village. **Action: Clerk** to distribute the calendar of events to the parish councillors to get commitment of future attendance.
 - b. **Damaged road sign Lid Lane (opposite The Roston Inn)** – Correspondance now received from DDDC to state that the parts and materials have been ordered and the repair will commence in the coming weeks.
 - c. **Damaged Signpost (Squashly Bank)** – Photos received and clarification of the spelling of ‘Squashley’ as the two signs are spelt differently. **Action: Clerk** to forward photos and location reference to Cllr Steve Bull (DDDC) and Cllr Charlotte Hill to escalate the repair of the black and white signs.
 - d. **Signpost repairs (black and white finger post)** – The repair on the metal work has been completed and the remaining woodwork needs to be planed and then erected. **Action: Cllr Karena Freeman** to conduct the work needed.
 - e. **Speeding** – It was agreed by all to get a letter of support from Mrs Wright (Head Teacher) at Norbury Primary school to endorse the potential reduced speed signage on Lid Lane and to support the request of a further site visit. Cllr Steve Bull (DDDC) spoke about the previous council contact Steve Alcock is no longer employed by the Council, he suggested to contact the cabinet member for Young People and Education to request advice on which signage / markings they would recommend considering the location of the school and the blind bends on Lid Lane approaching the school from either end.
 - f. **Asset of Community Value (ACV)** – with news of the lease ceasing in November, Cllr Steve Bull (DDDC) offered to find out who, within the council can help escalate the application as it was noted that there is no set person who has taken ownership of the application process and there is a worry that time will run out. All at the meeting emphasised the negative impact that would happen should the pub close its doors to the public. **Action: Clerk** to liaise with Cllr Steve Bull (DDDC) to ensure the application is speeded up.
 - g. **Community bank account Application** – update from Clerk.
4. **Correspondence** - Natwest banking post passed onto Cllr Karena Freeman and Cllr Michele Robinson

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5. **Local Government reorganisation** – Cllr Steve Bull (DDDC) provided an update, huge reorganisation of staff at the councils, job losses with difficult times ahead with any proposed changes. No decision on the geographical reorganisation as yet and it still likely to be Spring 2026 before any confirmations are made.
6. **Minutes of the last meetings 20th July 2025 – all in agreement accurate and correct and signed** off by Cllr Karl Davis (Vice Chair) on behalf of Cllr Steve Davis (Chair)
7. **Planning** – no new planning applications to date.
8. **Norbury and Roston Flyer – Action: Cllr Anne Lewis** to provide write up on behalf of the Parish Council and submit to Toni Haire.
9. **Bank Accounts**
Treasurers Account - £4887.54 (15/09/2025)
10. **Finance –**
 - a. Invoice 2025-09-01 Village Hall Hire £80.00 **Action: Cllr Michele Robinson and Cllr Karena Freeman** to authorise and pay online. **(ACTIONED)**
 - b. Invoice 09370 David Tucker (Blacksmith) £540.00 for repair and restoration of the black and white finger post sign. **Action: Cllr Michele Robinson and Cllr Karena Freeman** to authorise and pay online. **(ACTIONED)**
 - c. Invoice #4674 Dove Computers (website host) £26.40 Domain renewal / 12 months **Action: Cllr Michele Robinson and Cllr Karena Freeman** to authorise and pay online. **(ACTIONED)**
 - d. Invoice #4727 Dove Computers (website host) £66.00 WordPress hosting / 12 months **Action: Cllr Michele Robinson and Cllr Karena Freeman** to authorise and pay online. **(ACTIONED)**
 - e. Invoice / Payment due ICO Data Protection / GDPR annual renewal £52.00 **Action: Clerk** to forward payment instructions to **Cllr Michele Robinson and Cllr Karena Freeman** to authorise and pay online.
 - f. VAT - It was confirmed that the Parish Council can claim the VAT back on invoices and can be done annually via Gov.uk using the online service (VAT126) **Action: Clerk** to submit claim within appropriate timeframe.
 - g. Precept – to be started at next meeting.
11. **Date of Next Meeting: Monday 17th November 2025, 7pm.**

Meeting closed at 8.10pm