

**Minutes of the Meeting of Lessingham Parish Council held on Tuesday 9th September
2025 at 7.30pm at Lessingham Village Hall**

Present: James Holden, Vice Chair
Emma Hallums
Helen Twining
Georgina Dunn
Sue Allen
Sara Burns, Parish Clerk

1. Apologies for absence

Peter Peruzzi sent his apologies, accepted by all.

2. Declaration of Interest for items on the agenda

No declarations.

3. Public Forum

a. Public

No members of the public present.

b. County/District Councillors

Richard Price sent his apologies.

c. Police

No police present.

4. Minutes of the meeting held on Tuesday 8th July 2025

The minutes of the previous meeting were agreed but not signed as the Chair was not in attendance. Minutes to be signed at the next meeting.

5. Applications for co-option of Parish Councillor (1 Vacancy)

No applications on this occasion.

6. Chair Report

Peter Peruzzi reported the house on The Street with a broken window has now been boarded up, no longer posing a risk.

7. Clerk Report

Clerks leave in September/October agreed by all.

Reported the broken window to Wendy Fredericks, no update received although see above - item 6 for update.

8. Finance

a. Finances 2025/26 to date. Since the last meeting the following has been received:

i.	VAT Reclaimed	VAT refund	£43.76
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b. To approve the Clerk's increase of pay for SCP14 from £14.84 to £15.31 following Local Government pay scale increase for 2025/2026.

Proposed by James Holden, Seconded by Georgina Dunn, agreed by all.

- c. Payments – it was agreed to pay the following. Proposed by Emma Hallums, Seconded by Sue Allen, all agreed:
 - i. Sara-Louise Burns Salary July & August 2025 £329.40
 - ii. HMRC PAYE July & August 2025 £79.80
- d. To nominate a councillor to carry out regular internal control checks on payments.
It was agreed that Georgina Dunn would carry out regular internal control checks after every meeting.
- e. To review the Draft Internal Control Policy
Approved by all.
- f. To review and discuss costs for website update and accessibility.
It was agreed to add this to the next agenda to discuss further when Peter Peruzzi, Chair is in attendance.

9. Correspondence and Consultations

- a. Proposed Mayor's Role – received and read.
- b. My Neighbourhood Updates from Norfolk Police.
Georgina Dunn noted she attended the recent meeting and is keen on taking part in a neighbourhood watch scheme. It was noted the meeting was very beneficial and a chance for local towns and villages to touch base with the local police. The police are focussing on a hot spot strategy, and their plan is to alternate meetings on zoom and in person.
- c. Sand Dune Fire concern.
Following on from a local resident raising concerns regarding fires in the Sand Dunes with Norfolk Fire and Rescue, posters have been put up advising members of the public to not have fires in the sand dunes.

10. Planning

- a. New Applications
None
- b. Applications considered between meetings
None
- c. Decisions
PF/25/0493 – Lessingham Manor Cottage – Extension of existing residential property to provide enlarged accommodation – **Approved**
PF/25/1181 – Lessingham Manor Cottage – Conversion of existing outbuilding to indoor swimming pool and associated facilities – **Approved**
PF/24/1959 – Harbour Bungalow, Sand Hills, Eccles on Sea – Siting of timber cabin for holiday use to replace existing static caravan – **Approved**

11. Highways and Parish Assets

- a. To report general highway issues
 - i. Invitation to bid for Parish Partnership 2026/27
It was agreed to add this to the next agenda.
- b. To report any issues within the parish and general parish council assets.
 - i. To review Risk Assessment schedule September 2025
It was agreed by all to add this to the next agenda for discussion, it had previously been discussed that each councillor takes responsibility for some of the Risk Assessment.

- ii. Fishing and parking at Eccles beach.
Helen Twining reported the following:
Over the summer, there have been an increased number of fishermen fishing on Eccles beach, parking down Seaside Lane, which is a Bridleway owned by the landowner, therefore blocking the entrance to the beach. Helen Twining noted on some occasions there has been litter left behind, including fishing hooks which pose a danger when left behind if they are found by pets and children. There have also been a number of people parking down Seaside Lane and launching jet skis from this area of the beach. This area of the beach is not an official launch site for jet skis due to health and safety of launching a jet ski close to other members of the public. There is an official launch site at Cart Gap. This issue has been reported to the Police, and a grid reference of Seaside Lane has been given to County Councillor Richard Price. It was noted there is a need for signs as Bush Estate is a private estate and the parking is a concern when entrances/exits are blocked. There has been a previous discussion with local residents of Bush Estate in regard to putting up No Parking signs however not all agreed, and the decision needs to be a majority. Helen Twining will email the environment agency to see if they are able to put up signs.

James Holden reported the following:

There have been a number of members of the public, walking across the sand dunes and cliffs leading towards Happisburgh. There is a clear drop in the cliff, and he raised his concerns that members of the public should be walking around, and not through the cliff as this poses a danger.

Clerk to contact Environment Agency regarding parking, jet skis and Happisburgh cliff.

- iii. Parking concerns in and around Eccles on Sea.
Covered in 11. b. ii.
- iv. Bench on the Corner of The Street – repairs to be done by the son on bench owner.
The Parish Council has not yet received a cost of the wood, James Holden noted that the bench had been measured up and the son will look at what timber is best to use for the repairs. James Holden to speak with the son for an update.

12. Items for inclusion on the next agenda

- a. Planning concerns on Bush Estate
Georgina Dunn noted concerns regarding a house on Bush Estate which has breached conditions attached to planning permission. Clerk to add to next agenda and get in contact with Planning Enforcement.

13. Date of next meeting: 11th November 2025 7.30pm at Lessingham Village Hall

Meeting Closed at 8.58pm.

CHAIRMAN