MINUTES OF NORMANTON ON SOAR PARISH COUNCIL MEETING, THURSDAY 5th MARCH 2026 IN THE VILAGE HALL AT 7.00PM

Present: Cllrs Dave Smith (Chair), Stuart Sleight, & Nigel Hillier

The Clerk Sue Lewis was also present

25/PC/112 APOLOGIES FOR ABSENCE Cllrs Sue Ponting, Matt Barney (RBC), Andy Brown (NCC), Stuart Matthews (NCC) reasons given and approved.

25/PC/113 TO APPROVE AS A TRUE RECORD THE MINUTES OF THE PARISH COUNCIL MEETING 5th FEBRUARY – PAGES 24-26

Proposed Cllr Dave Smith Seconded Cllr Nigel Hillier
Agreed Unanimously

25/PC/114 CLERKS REPORT

Stile on the corner of the Boat Club: The landowner has been served with a notice, and it is hoped that the stile will be replaced.

Boat Club ditch: NCC confirmed that the Boat Club is the riparian landowner and is responsible for the ditch. NCC has made recommendations regarding the upkeep of the ditch.

Speed camera: The requested speed camera is scheduled to be installed next week on lamp post column 12.

25/PC/115 TO RECEIVE REPORTS FROM BOROUGH AND COUNTY COUNCILLORS

Nothing to report in their absence

25/PC/116 TO RECEIVE REPORTS ON POLICING, FLOODING, HIGHWAYS & TRAFFIC MATTERS INC SPEED WATCH UPDATE

Flooding

The following report has been submitted by the Flood Wardens:

- There has been less overall flooding so far this year.
- Additional signage and replacement batteries for the lamps have been obtained following the stock update and assessment carried out late last year.

The Chair reported that he had met with Jim Freeman from NCC and representatives from Network Rail regarding the ditch on Butt Lane, where it is believed the pipework may not have been installed low enough. Network Rail installed the pipework where they believed it should go; however, the drain from the road to the ditch has since been found to be blocked. Via has agreed to arrange for the drain to be cleared.

The stone in the gateway has been left in place at the request of the farmer. Flooding was also reported behind the properties on Main Street, and the Chair will investigate this with previous landowners regarding the culvert and ditches.

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Potholes

Following a discussion between the Chair and Cllr Stuart Matthews, potholes were marked up on the Thursday and, by the Saturday, some had been filled, although not all. The Chair followed this up with Cllr Stuart Matthews, as most have still not been completed.

The criteria for pothole repairs are as follows:

- **Emergency work:** repaired within two hours.
- **Category 1:** marked with white spray paint and repaired by the end of the next working day.
- **Category 2:** marked with yellow paint and repaired within 28 days.
- **Category 3:** marked with yellow paint and repaired within 90 days.

Main Street in Normanton has been prioritised for urgent repair.

25/PC/117 TO RECEIVE UPDATES ON KIRKHILL AND THE CLOSURE OF THE A6006

All updates, including newsletters, have been published on the website and social media. Network Rail has agreed to provide VIA with funding towards the repair of the roads in the vicinity. The next meeting with Network Rail is scheduled for next week.

25/PC/118 TO AGREE DATE FOR THE ANNUAL PARISH MEETING & ALTER DATES FOR JULY & SEPTEMBER MEETINGS

It was agreed that the dates in July and September be changed due to holidays to 16th July and 10th September. A date of Wednesday 20th May was set for the Annual Parish Meeting in the Village Hall at 7.00pm,

25/PC/119 TO CONSIDER THE CONDITION OF THE BENCHES AROUND VILLAGE AND ACTION

Butt Lane – agreed to purchase a recycled plastic wood effect bench.

The Chair reported that he had checked out the benches in the village and both were in bad condition. It was agreed to replace them both with timber benches at a cost of approximately £600 with an estimate of £60 for fitting of each bench, the fitting is to be confirmed.

25/PC/120 TO ADOPT THE FOLLOWING POLICIES a) TRANSPARENCY CODE, b) SOCIAL MEDIA POLICY c) FREEDOM OF INFORMATION & PUBLICATION SCHEME

The Clerk reported that, with Assertion 10 coming into effect in April, the Parish Council is required to have the above policies published on the website.

All of the above policies were agreed and adopted by the Parish Council.

.25/PC/121 TO REVIEW & AND REVISE IF NECESSARY FOR AUDIT a) ASSET REGISTER b) FINANCIAL RISK ASSESSSMENT c) FINANCIAL REGULATIONS d) STANDING ORDERS e) APPOINTMENT OF INTERNAL AUDITOR

It was agreed that the Asset Register, Financial Risk Assessment, Financial Regulation and Standing Orders be adopted for another year. The Internal Auditor for next year has been appointed.

25/PC/122 TO CONSIDER APPLICATIONS FOR CO-OPTION OF PARISH COUNCILLOR

The Clerk reported that one application had been received for one of the three a Councillor vacancies, and it was agreed that Alison Hall be co-opted on to the Parish Council

25/PC/123 TO RECEIVE REPORTS AND UPDATES AND ANY ACTIONS CONSIDERED

Ferry – Once the grant money has been received from RBC, Cllr Stuart Sleight will order the floor covering and chairs.

Jubilee Field – A revised quote will be sought, expected to be approximately £2,800 based on the original quote.. It was agreed to proceed with this work subject to any price increase.. The picnic area will be completed once the weather improves.

Village News Items – Nothing to report.

Play Area Update – A meeting is still to be arranged by Cllr Hillier.

25/PC/124 TO APPROVE PAYMENTS FOR FEBRUARY 2026 & REMOVAL AND ADDITION OF SIGNATURES

Payment Method	Payee	Details	Amount
BACS	Susan Lewis	Salary	308.05
BACS	HMRC	PAYE	77.20
BACS	Vertas	Landscaping Contract	184.08
BACS	Grasshopper Hosting	Maintenance of Website	184.00

With the resignation of Glen Martin his name will be removed from the bank account as a signatory and Cllr Stuart Sleight agreed to be added to the bank mandate.

25/PC/125 TO REPORT CORRESPONDENCE RECEIVED SINCE THE LAST MEETING – INFORMATION ONLY

1. Email from Cllr Carys Thomas re LGR – as the deadline in the end of the month councillors can reply individually if wish to.

25/PC/126 ANY OTHER MATTERS ON WHICH THE CLERK OR MEMBERS WISH TO REPORT. INFORMATION ONLY

None

Next meeting – Thursday 2nd April.

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