

TROWSE WITH NEWTON PARISH COUNCIL

Minutes of the Parish Council meeting, held on 20th October 2025 in The Manor Rooms, Trowse at 7.15pm.

Present: Cllr Bowers (chair), Cllr Owen, Cllr Haynes, Cllr A Greenizan, Cllr Cartner, Cllr Price, Cllr Gorman and Cllr King.

060 (001) APOLOGIES

Cllr P Greenizan, apologies sent and accepted.

060 (002) DECLARATIONS OF INTEREST AND DISPENSATIONS

Cllrs who own allotments and Cllrs involved with the Trowse Historical Society.

062 (003) MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on the 13th October were agreed and signed.

063 (004). PUBLIC FORUM

4.1

Written District reports – Cllr Fowler sent her apologies. Reports from Cllr Neal and Cllr Fowler are at end of minutes and website

Written County report – from Cllr Thomson at end of minutes and website

4.2. No public comments for this meeting.

064 (005) MATTERS ARISING FROM THE PREVIOUS MEETING

Decisions/Actions	Responsible person
SpeedWatch	Clerk (Actioned and waiting to be reassessed)
Play area works	Clerk (actioned)
Planning comments	Clerk (actioned)
Parking comments	Clerk (actioned)
Business rate investigations.	Clerk (waiting to hear from SNDC planning)

065 (006) COMMITTEE UPDATES

6.1 Update from Personnel and Communications committee.

Cllr Bowers gave an update on the activities of the Personnel and Communications Committee.

- The newsletter is going to be printed about 9 times a year instead of the 12 planned.
- Following the article in the newsletter about the MUGA the Clerk had received a number of positive comments from residents. It is now thought that we can potentially move this forward with Crown Point.
- Budget preparations are ongoing.
- News that the Clerk had passed her CiLCA qualification. The Clerk was presented with a card from the Council and **Cllr Bowers suggested a bonus of £100, this was proposed by Cllr Haynes, seconded by Cllr Price – all in favour.** The Clerk gave her thanks.

6.2 Update from Finance Committee

Cllr King updated members on the Finance Committee.

- The Budget versus Actual spend has been reviewed and halfway through the year we sit at around 50% spends.

a) The new financial regulations had been approved by Finance Committee and Cllr King made the recommendation to full council that these be adopted. **This was unanimously agreed. Clerk to place on the website.**

6.3 Update from Open Spaces Committee

Cllr Owen updated members.

Signed:

Date:

- There is a waiting list for allotment plots but it is hoped that some will be placed in plots that become vacant over the re-tenancy period.
 - The cost of play equipment had been discussed again and as it was such a large sum of money this item would be placed on the full council agenda for November.
 - A tree on the Cemetery is in need of pollarding due to disease.
 - It is hoped that a forum meeting about the possible use of the MUGA can be arranged soon.
- a) To make recommendation to Full Council regarding the purchase of a ride on mower for the Groundsman. **The sum of the mower was £1700, this was proposed by Cllr Owen, seconded by Cllr Cartner – All in favour. Clerk to action.**

Cllr Hayes suggested a naming competition for the mower. This is to be a newsletter article.

At this point in the meeting, Cllr Vic Thomson arrived and gave his monthly report.

066 (007) MANOR ROOMS

7.1 - Chair of the Manor Rooms Management Committee, Nicky Barnes, gave a brief report on the MR. Their caretaker will be retiring as of the 22nd October and there are in the process of arranging details on the halls management, but this will largely depend on the outcome of the next agenda item.

7.2 To consider the granting of a lease to the Manor Rooms Management Committee (MRMC).

At this point in the meeting Cllr Bowers gave a precis of the background of the Manor Rooms and the setting up of the charity. Financial details of the MRMC had previously been shared with all councillors and a projection of future income supplied. It was thought that there needed to be a significant sum of money spent on the Manor Rooms (£50k - £100k) and that the MRMC would not be in a position to afford this.

Cllr Bowers clearly stated that the PC has no intention of changing the purpose for the building: that being a place for residents, groups, classes and individuals to hire for events or activities.

Cllr Cartner gave his perspective on the MRMC financial position.

Cllr Greenizan asked where the money for any required works would be found. Cllr Bowers responded by stating that the PC has the ability to raise funds from the precept. She proceeded to give information that had been received from Community Action Norfolk (CAN) and the possibility of setting the PC up as sole trustees. The PC also have the ability to claim back 20% of any works as we are not VAT registered. It also has the ability to match fund.

Cllr Gorman proposed to not grant a lease to the MRMC this was seconded by Cllr Cartner – All in favour. Clerk to formally write to MRMC an inform them of the Council's decision.

Following this decision a member of the MRMC commented that without a lease the advice they had received from Community Action Norfolk was that the charity could not operate. Another MRMC member committed to a seamless handover.

There proceeded to be a discussion about the management of the MR should the charity cease. This would involve setting up another sub-committee.

There is to be a meeting of the Management Committee on Friday.

Thanks were given to the MRMC committee for their time and dedication to the Charity.

067 (008) FINANCIAL MATTERS

8.1 - Agreement of payments for September 2025 – Approved.

8.2 - Agreement of Bank Reconciliation for September 2025 – Approved.

8.3 – Budget V Actuals. Cllr Bowers took members through the B v A for the year to date.

8.4 – Individual committee have started the budget prepping process. Now consideration will have to take place about the Manor Rooms.

068 (009) PLANNING

Applications

a) Applications

2025/2678 – 8 Barn Meadow, Trowse, NR14 8UB - T1 Acer Campestre - Crown Reduction by approximately 3/4 metres - whole crown reduction 10m above ground level. No objection

Signed:

Date:

2025/2869 - 7 Devon Way Trowse Norfolk NR14 8GE - 3 x Betula utilis var. jacquemontii - Crown reduction and thinning from 8m to 6m. **No objection**

2025/3077 - 6 Vulcan Cottages The Street Trowse Norfolk NR14 8SP - Removal of existing porch and replacement with a new rear entrance porch. **No objection.**

069 (010) POLICIES AND OTHER ITEMS

10.1 – To confirm General Power of Competence. Following the Clerk gaining her CILCA qualification it was noted that the PC now has General Power of Competence.

10.2 – Request from Go Compare about flood information on the website. A brief discussion took place at it was **agreed that this would not be permitted.**

10.3 – Trowse Historical Society signage. The Clerk read out the email from the Historical Society about its plans for placing an information board in the village and if the PC would be willing to help contribute towards the installation. This was agreed in principle but more information regarding costs would have to be supplied. **Clerk to inform Society secretary.**

070 (011) DATE AND TIME OF NEXT MEETING.

Monday 17th November 2025 @ 7.15pm.

Meeting closed at 8.40pm

Decisions/Actions	Responsible person
Updated Fin Regs on website	Clerk
Ride on mower	Clerk
Outcome of lease discussions to MRMC	Clerk
Planning comments	Clerk
Go Compare	Clerk
Historical Society info board	Clerk

District Cllr Report

Nicola Fowler:

Local Government Reform Update

The report with South Norfolk District Council's proposal for two unitary authorities for Norfolk was agreed at a full Council meeting on 24th September and was forwarded to the Government by the deadline of 26th September.

For more information on South Norfolk Council's position, please click on the following link:

[South Norfolk Council: Local Government Reorganisation \(LGR\) in Norfolk | Broadland and South Norfolk](#)

Rural Roads Survey

Our MP, Ben Goldsborough, is currently running a Road Safety Campaign across the constituency of South Norfolk. Part of this is to gather the views of as many of his constituents as possible. In order to help him do this he has generated a survey and would like as many people as possible to complete it. The link to this survey is – <https://www.surveymonkey.com/r/SouthNorfolkRoads>. Please note the deadline is 31st October.

Winter Pressures Grant

Available for community and volunteer groups to claim for a maximum of up to £500 to help vulnerable people in the community struggling with the rising cost of living. Details available using the link below:

[Winter Pressures Grant | Broadland and South Norfolk](#)

Signed:

Date:

Lisa Neal:

District Councillor Report – October 2025

Local Plan:

New Greater Norwich Local Plan (GNLP) being developed due to:

- Increased housing need (from 2,000 to 2,600 homes/year).
- Upcoming national development management policies.
- Loss of 5-year housing land supply protection.

Target adoption: Spring 2029.

- South Norfolk Village Cluster Plan remains unaffected and will proceed independently.

Norfolk Community Safety Partnership Newsletter:



October 2025 edition
of the Norfolk Commi

2025-26 Winter Pressure Grants:

This year's Winter Pressure Grants are now open and we are accepting applications.

The link below will take you to our Website where you can find out more information including the criteria and the application form.

The maximum award is £500.

[Winter Pressures Grant | Broadland and South Norfolk](#)

We have limited funding, and once this is spent, we will be closing the grant for new applications. I would advise on getting applications in sooner rather than later, as you may risk missing out if you leave it too long.

Town & Parish Council Forum:



TPF Notes - 7th
October 2025.docx



T&PF 071025.pptx



HWP
Presentation.pptx

I have attached the meeting notes and presentation slides from the last forum on the 7th October.

<https://youtu.be/6hRslisNPzk>

Our next meeting is our annual in-person summit at the Horizon Centre.

Date: Wednesday, 12th November 2025

Time: 10:00 am – 2:00 pm

Location: Yare Rooms, Horizon Centre, Peachman Way, Norwich, NR7 0WF

To RSVP, please use the following Eventbrite link:

<https://www.eventbrite.co.uk/e/town-parish-council-summit-tickets-1819854857869?aff=oddttdtcreator>

For catering purposes, we kindly ask that you RSVP by Friday, 31st October.

Quarterly Neighbourhood Policing Meeting:

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Date:



I have attached the above slides from the recent Neighbourhood Police Meeting.

Community Action Fund:

This is an annual fund that we run for community initiatives which require larger amounts of funding. Applications can be made for £1,000 - £15,000.

We have had our CAF Panel meeting this year where the applications are considered and have handed out £150,000 in grants.

We have decided to put a special CAF Panel meeting on early next year where we will be handing out another £150,000.

County Cllr

Vic Thomson:

English Devolution and Community Empowerment Bill

New powers and funding to boost jobs, transport and growth could be coming to Norfolk and Suffolk, if councillors vote in favour on 16 October.

Under the Government's devolution priority programme, Norfolk and Suffolk have been offered:

- the transfer of powers and funding from Whitehall, to enable decisions on jobs, skills, transport and housing to be taken in Norfolk and Suffolk
- a multi-million pound investment fund for 30 years, to spend on local priorities

The devolution proposals and annual investment fund give us a major opportunity to improve lives in Norfolk and Suffolk, by boosting our economy, jobs, transport and housing.

It would enable us to focus on local needs - whether it's for the types of training required to attract quality jobs, the sites we need to develop for industry and housing and the transport links we need to get the two counties moving.

Councillors will discuss the issues at a special meeting, before the cabinet meeting takes its decision."

If both Norfolk County Council and Suffolk County Council agree to proceed, the new powers and funding would be overseen by a mayor, elected by voters in May 2026, to lead a new combined authority. The combined authority would be made up of the mayor, plus councillors from Norfolk and Suffolk.

Suffolk County Council's cabinet is due to take its decision on 2 October, followed by Norfolk County Council's cabinet on 16 October. Devolution can only proceed with the support of both councils.

Under the proposals, the mayor and the combined authority would take responsibility for a range of functions and funding, including:

- Local transport
- Skills and jobs
- Housing development
- Economic growth and regeneration
- Environment and climate change
- From 2027 - taking on police and crime commissioner and fire and rescue authority functions

Devolution benefits include:

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Date:

- Having a mayor who is directly elected by the public, enabling the voice of Norfolk and Suffolk to be heard by the Government - the mayor would be a member of the Committee of the Nations and Regions.
- Targeting funding and resources to local priorities.
- Unlocking housing and employment sites.
- Investing in the skills we need and attracting and retaining key businesses.
- Opening the door to further powers and funding in future.

Funding

Summary Table: Funds and Powers

Area	Funding/Resource	Powers/Functions
Investment Fund	£37.4m/year for 30 years	Local allocation for strategic priorities
Skills	~£27m/year (est.)	Control over Adult Skills Fund, shape local training
Transport	Consolidated funding	LTA powers, Key Route Network, bus franchising, rail planning
Housing	Share of national grants	Strategic partnerships, Mayoral Development Corporations, spatial strategy
Economic Growth	Local Growth Plan, match funds	Lead Growth Hubs, business support, innovation partnerships
Environment	To be confirmed	Heat network zoning, energy planning, nature recovery strategies
Health & Safety	To be confirmed	Statutory health duty, PCC and Fire & Rescue governance (from 2027)
General	£4m mayoral capacity funding	General power of competence, power to convene, duty to collaborate

Governance and Budget

Mayor: Directly elected every four years, with significant executive powers.

Constituent Members: Norfolk and Suffolk each appoint two members to the CCA.

Budget Setting: The Mayor proposes the budget; the CCA can veto with a three-quarters majority.

Mayoral Precept: The Mayor can raise a council tax precept to fund mayoral and CCA functions.

You can [read the report](#) which will be scrutinised by the council's strategic and corporate select committee at 10am on 10 October.

Norfolk's full council will then discuss the proposals at 10am on 16 October, before the cabinet decides whether to proceed, at 3pm on the same day.

RPG

3 proposals put forward.

The Govt will check each proposal against their guidelines.

Signed:

Date:

There will be a public consultation but only the proposals that they decide fit their criteria.

Therefore, we may have 1, 2 or 3 proposals out to public consultation!

If you want to read more, please go to link:

<http://www.norfolk.gov.uk/onecouncil>

million trees

Tree planting in Norfolk is set for another boost this season as Norfolk County Council continues its drive towards 1 million trees for the county.

This winter, a new woodland will be created at Wiggenhall St Germans totaling 15.5 hectares on the council's county woodland. Around 40,000 trees will be planted, transforming the site into a vibrant, wildlife-rich landscape. Work is already underway, with planting continuing through to summer 2026.

The council's subsidised tree scheme is also open again - offering individuals, parish councils, community groups, businesses, schools and landowners the chance to apply for tree packs and protection materials at up to 50% off the original price.

The Wiggenhall woodland will feature a mix of native and fruiting species, chosen to create a thriving and resilient habitat for wildlife.

The space will be open for public access in late Spring 2026, with paths provided so that local residents can walk, explore, and enjoy the changing woodland as it grows.

The woodland is expected to take time to mature, with some trees reaching maturity within 10 years and others taking several decades.

tree packs

For those who want to do their bit to boost the number of trees in Norfolk but don't have space for woodland, subsidised tree packs are available to order now.

For the first time this year, a limited number of 'Taller Tree Packs', grown at Gressenhall Community Tree Nursery, are also available. These include larger beech, oak, and birch trees, making it possible for more people to take part and be 1 in a million.

For more information on Norfolk's One Million Trees initiative, visit www.norfolk.gov.uk/milliontrees

transforming services and addressing financial pressures

Norfolk County Council is continuing to transform local services while navigating significant financial pressures.

Even by rising demand and inflation, the council has a budget gap of £41.6m in 2026/27 - rising to £171.4m over the next four years.

To help address the financial gap, the Council has developed proposals to save £35.7m - with major savings expected through investment in key demand-led services such as adult social care and home-to-school transport.

Over the coming months, the budget will be subject to public consultation and scrutiny by the council's select committees. Key national announcements - including the Autumn Budget on 26 November and the Local Government Finance Settlement in December - will inform final proposals.

The cabinet will consider the finance reports when it meets on 13 October. The cabinet report is available [here](#).

The cabinet will then review updated proposals on 26 January 2026, with Full Council making final decisions, including on council tax, on 17 February 2026.

falling pupil numbers

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Date:

the education landscape in Norfolk is set to change as the county tackles the national drop in pupil numbers. The number of children in the education system in the county is expected to fall from a peak of nearly 10,000 in the current year 9, to fewer than 7,000 in the 2027 reception intake.

a report on the Education Policy and Strategic Programme, members will hear how the council is looking to refresh policy framework, in light of changes to legislation and the changing demographics.

binet will consider the emerging pressures on Norfolk's schools caused by lower pupil numbers and the associated reduction in budget when it meets on 13 October.

urther information and a link to the papers is available in our press release [here](#).

NorfolkWinter Campaign and name our gritters competition

the #NorfolkWinter Communications Campaign has run for many years and gets high levels of engagement across Norfolk. This year we are introducing Gritter characters and creating more video content - both in the lead up to winter and throughout the season. The campaign will communicate important safety messages and help residents to gain a better understanding of the preparations and work involved in delivering the service.

key highlight of this year's campaign is the re-launch of the popular 'Name Our Gritters' competition – offering residents the chance to name all of the vehicles in our winter fleet. All infant and junior schools in Norfolk are invited to participate, with classroom activities designed to make the process engaging and educational for children. Additionally, we've teamed up with BBC Radio Norfolk and the Eastern Daily Press (EDP) who will each run public competitions for their audiences.

y details:

- 48 gritters will be named by primary schools across Norfolk.
- 5 gritters will be named by Radio Norfolk listeners (voting via the BBC website).
- 5 gritters will be named by EDP readers (voting via the EDP website).

the final date for submissions is Friday 24 October

winning schools will be notified, and all winners for the Radio Norfolk and EDP-named gritters will be announced. Vehicles will have winning names printed on them ahead of the first gritting run of the season. Additionally, winning schools will be offered a visit from a gritter at the end of winter - a great opportunity for pupils to meet the team and see the vehicle up close.

lping to keep everyone safe and warm this winter, we are holding a series of electric blanket testing events with [Norfolk County Council Trading Standards](#) on October 13-15 at libraries across Norfolk.

t we'd also love it if you could check your hot water bottles at home, which wear out after two years and can cause some really serious burns. To find out how old yours is - the number in the middle of the flower symbol on your bottle shows the date it was made and each of the petals are the 12 months of the year. The hot water bottle in the photo is from April 2021 and should have been replaced more than two years ago.



Keep an eye on general wear and tear too, as they are affected by regular use, filling them up using boiling water, being stored near a heat source such as an airing cupboard or radiator, damage from something sharp or storing them full of water - which can degrade the rubber.

For more details of our electric blanket testing events are available by following the link in the comments below.

Signed:

Date:

Join the Safe School Run pledge

Norfolk County Council's Public Health Road Safety team are inviting schools, parents, and carers across the county to join the Safe School Run pledge, an initiative that encourages safer, healthier, and more sustainable travel during school drop-off and pick-up times.

Last year nearly sixty schools took part in the pledge. Participating schools report a 10% increase in walking, scooting, cycling, fewer cars during peak times, and a noticeable improvement in road safety awareness among children and their families.

This year, schools will receive updated resources designed to support safe parking, reduce engine idling, and improve air quality around school gates. These free materials, developed by Norfolk County Council's Public Health Road Safety team with resources from Norfolk Constabulary and Norfolk Fire and Rescue Service, aim to help schools engage their communities in creating safer streets and cleaner air for all.

Schools interested in joining the pledge or accessing the free resources can visit the Norfolk County Council website or contact the Road Safety team directly for support. [Norfolk County Council's website](#).

Get ready for Stoptober

The NHS offers a wide range of free, trusted support to help people quit, including:

- The NHS Quit Smoking app to track your progress and keep you motivated
- A Personal Quit Plan tailored to your needs
- Expert advice and one-to-one support from local stop smoking services
- Encouragement and motivation from the Smokefree Facebook community
- You can also find information about medicines, nicotine replacement therapies and vaping as aids to quitting at [nhs.uk/better-health/quit-smoking](https://www.nhs.uk/better-health/quit-smoking).

There are a range of services available within Norfolk to help you from [Smokefree Norfolk](#). The Smokefree Norfolk team is dedicated to helping people to quit smoking for good.

With their support, people make sustainable change that will help them improve their wellbeing, become healthier and reduce their chances of developing illnesses. [Visit the Smokefree Norfolk website to find out more.](#)

For Norfolk County Council webpages, available [here](#), provide further information and sources of support with stopping smoking.

Engagers

Please see attached

Parish Partnership

Each year local councils are invited to submit bids for highway improvement schemes. For 2025/26 the fund is £48,702 with Norfolk County Council funding 50% of the cost of successful bids. Town and parish councils contribute the balance.

Deadline for submissions

The new letters of invitation to bid for 2026/27 will be sent out to Parish & Town Clerks in June 2025.

The deadline for submissions for 2026/27 is 1 December 2025.

Further information or advice

We've provided answers to the most frequently asked questions about the schemes we support below.

If you need further information on the bid process, please email ppschemas@norfolk.gov.uk.

For advice on the scheme practicalities or likely costs, contact your local highway engineer.

Link: [Parish Partnership Scheme - Norfolk County Council](#)

Signed:

Date: