

WHISSONSETT PARISH COUNCIL

Minutes of a meeting of the Parish Council held on Monday 8th September 2025 at 7.30pm in the Village Hall.

Present: Cllr Sally Dye (Chair)
Cllr Charles Holloway (Vice Chair)
Cllr Caroline Edge
Cllr Sian Griffiths
Cllr Susan McGregor
Cllr Tristan Ireson
Cllr James Daniels

District Cllr Robin Hunter-Clarke
County Cllr Mark Kiddle-Morris
Two Members of the Public
Sheryl Irving (Clerk)

1. Welcome and apologies for absence.

The Chairman welcomed everyone to the meeting. There were no apologies for absence.

2. Election of Vice Chairman and signing of the Declaration of Acceptance of Office form.

Cllr McGregor proposed that Cllr Holloway be elected as Vice-Chair, this was seconded by Cllr Ireson and unanimously agreed by Council. Cllr Holloway duly signed his declaration of acceptance of office form.

3. To receive any declarations of interest.

There were none received.

4. To approve the minutes of the meeting held on 14th July 2025.

Cllr Ireson proposed that the minutes be accepted as a true record of the meeting, this was seconded by Cllr McGregor and unanimously agreed by Council. The Chairman duly signed the minutes.

5. To receive a presentation regarding the restoration of the Village Sign & Spring Well.

The village volunteer who had kindly restored the Village Sign gave a short presentation regarding the history and restoration of the sign. He said it was a clever design and he had been told it was his best restoration to date. There had been some colour changes with the gold now reserved for the lettering. The colours used for the Seagrim brothers are not authentic but used to reflect the two brothers as individuals. It was also noted that a time capsule from 1985 is buried underneath the sign. The volunteer advised that the sign should be washed four times a year to help maintain it and that the plastic plaques, which buckle in hot sun, could be replaced with brass versions, with the

wording indented and painted. A kind donation of £100 had been offered, with the total cost approx. £150.

He then referred to the ongoing restoration of Spring Well which is a challenging project requiring much tedious preparation. There is some rust on the roof sheets which have been filled and tidied up and the roof joins sanded, filled and repainted. The filial cannot be salvaged and Cllr Ireson will turn a replacement. The volunteer advised Council that the cast iron grid inside, to prevent falls into the well, needed shot-blasting and painting and then it would last for a good number of years.

The Chairman thanked the volunteer for his hard work, which is very much appreciated, and he then left the meeting.

Cllr Edge, as Village Warden, will wash the village sign four times a year.

Cllr Griffiths proposed acceptance of the kind £100 donation and a budget of £50 to renew the plaques with brass alternatives, this was seconded by Cllr Holloway and unanimously agreed by Council.

Cllr Edge proposed a donation of £100 to Tapping House, a charity supported by the volunteer, in recognition of his good work. This was seconded by Cllr Ireson and unanimously agreed by Council.

Council also approved the advised works to the cast iron grid but advised that the Well must be made safe in its absence.

6. Open Forum for Public Participation (15 minutes maximum).

A member of the public raised the issue of missed weed sprays by the current grass contractor and Council agreed that a system was required to monitor the works. All were in agreement that the work carried out by the current grass contractor was extremely good.

The member of the public was advised that a hedge overhanging a grave in the churchyard was the responsibility of the PCC, not the Parish Council. It was also noted that an Oak tree in the churchyard had its iron railing guard growing into it. Cllr McGregor said a similar thing was happening to a tree in the playing field. Cllr Ireson volunteered to take a look to see what could be done.

In response to question regarding fruit trees not being permitted in the Church Close Garden because they would attract wasps; this was dismissed by Council as the real reason was that orchard trees would require a lot of work and knowledge to maintain and it had been agreed to plant a small number of manageable trees.

7. County & District Councillors Reports.

D/Cllr Hunter-Clarke advised that he was assisting a resident on London Street with a white line request as traffic was passing too close to their front door.

In respect of the planning issue at Stanfield he had concluded over the past year that there was no political will at Breckland to act, which will set a dangerous precedent. However, he will continue to raise it. There was some anger in the meeting at the apparent inaction by Breckland on a matter they have an obligation to enforce. The D/Cllr advised that they continue to write to their Councillors, MP and report any matters to the Police.

Council agreed to write to the Leader of Breckland and the local MP requesting the history of the related enforcement issues and an update. It was disheartening that there was no public meeting that Council members could attend to express their frustration regarding this matter.

County Cllr Kiddle-Morris reported that he is investigating an overhanging tree on Stocks Hill to see who is responsible for it. He is also assisting the resident on London Street regarding a white line.

He reported that Government have given the County Council £34M for highway improvement works.

Local Government Reorganisation and Devolution continue to progress but, in respect of devolution, Government has not yet confirmed what money will be available. Local Government Reorganisation will happen with one, two or three unitary authorities being considered; the decision rests with Government. Breckland are currently debt-free and Council tax is likely to rise as other councils are not in a similar position.

The Chairman thanked both Councillors for their inputs.

8. Planning Issues

a) Decisions to note (information only).

Council noted that no decision had been made on the following application.

- 3PL/2022/0315/F – Small Holdings Farm, London Street - conversion of existing agricultural barn to one residential dwelling with annex. Part demolition of existing agricultural lean too building – amended.

Council noted the following application has been approved.

- PL/2025/1023/HOU – Lower Farm, New Road – proposed cart shed.

b) Applications to consider.

There were no applications to consider.

c) To receive an update regarding enforcement issues.

This matter had been discussed at item 7 above.

d) To receive an update regarding the Local Plan.

There was nothing new to report.

9. Highways matters.

a) To receive an update re matters previously reported.

Council noted the following updates:

- Mill Lane – Open Reach vehicles parking on road and the request for land reinstatement – boundaries established and area to be cleared – reported again to Highways and the C/Cllr continues to chase this up.
- Hedge obstructing highway visibility on Mill Lane –the Boundaries Team has confirmed the hedge has been planted on Highways land and this has been referred onto Highways to deal.
- Colkirk FP14 (Raynham Road) – broken sign – Highways will replace this sign.
- Surface deterioration on High Street – resurfacing works completed.
- Wash Lane – drain higher than road – reported to Highways.
- North View – faded street sign – will be replaced.
- 30mph sign missing on Raynham Road –reported to Highways and will be replaced.
- 30mph repeater sign missing on London Street - reported to Highways and replaced.

b) To receive a report regarding the SAM II sign and any speeding issues.

The Chairman reported that the sign is being regularly moved around the village.

c) To consider any projects for funding under the Parish Partnership Scheme.

No projects were suggested and the item will remain on the agenda for the next meeting if anyone has any ideas.

d) To receive an update regarding flooding on New Road.

Council noted that the blocked drains have been reported to Breckland.

e) To receive an update regarding '20 is plenty' signage.

Council noted that these signs are not permitted by Highways.

f) To consider any action regarding repairs and signage at East View Crescent.

Council agreed to refer these matters to the District Cllr who was in a better position to deal.

10. Playing Field Matters – to receive an update from the Playing Field Warden.

Cllr McGregor reported that the gate posts and picket fence were due to be repaired. Cllr Daniels will repair the basketball post.

11. To receive a report from the Allotment Warden, including consideration of an application for grant funding for a water supply and other improvements.

Council noted that the site had been rotovated and the site had one new tenant. There had been a positive response to the poll and further research into a grant for a water supply will be investigated.

The tenant of the allotment field will be asked to cut back the hedges but to leave the field as it is at the end of their tenancy. There is a prospective tenant for the field when it becomes vacant and one person on the waiting list.

12. To receive a report from the Village Warden (council assets) and updates on the following:

- The refurbishment of Spring Well – this matter had been dealt with at item 5.
- Notice Board on Campingland – will be restored over winter.
- Drainage works to Bus Shelter – installation of drain crate – works are due to be carried out soon.
- To consider storage of the Village Sign cast, currently stored at the Village Hall – Council agreed this should remain at the Village Hall so future generations can find it, rather than it being lost in someone’s shed.

13. To receive a report regarding Church Close Garden.

Cllr Griffiths reported that the working party were meeting soon to plant the flower bulbs and other works. A grass cutting plan had been set out and one cut by the contractors for this year will be carried out. A cost for one cut a month will be requested from the contractors.

Cllr McGregor proposed that ‘no parking’ signs be purchased, installed and the gate chain then removed, this was seconded by Cllr Daniels and unanimously agreed by Council.

14. Correspondence

There was no correspondence to consider.

15. Finance & Governance Matters

a) To receive a financial report for the year ending 31st March 2026.

The financial report (attached) was noted. Council noted the credit from the grass contractors for two weed sprays.

b) To consider the appointment of an internal auditor for the year ending 31st March 2026.

Cllr Griffiths proposed the appointment of Mrs Dann as the internal audit in respect of the year ending 31st March 2025 at a cost of £40.00, this was seconded by Cllr Dye and unanimously agreed by Council.

c) To approve the following payments and note any receipts.

Cllr Dye proposed approval of the following payments, this was seconded by Cllr Griffiths and unanimously agreed by Council. The receipt was noted.

PAYMENTS

P17	Clerk (Salary/Allowance) – Aug	£254.68 (SO)
P17	HMRC – PAYE	£0.60 (deducted from credit)
P18	Allotments – Flailing & Ploughing	£306.60

P19	Clerk (Salary/Allowance) – Sept	£292.12 (SO)
	- Includes Pay Award arrears backdated to 01/04/2025.	
P19	HMRC – PAYE	£10.20 (deducted from credit)
P20	Village Sign – Restoration Materials	£146.83
P21	Grass Contractor (3 of 4)	£ 1,799.56
P23	Tapping House Donation	£100.00
RECEIPTS		
	Allotment Rent/Deposit	£125.00

16. To receive any new items for the next agenda.

There were no new matters received for the next agenda.

17. To note the next meeting of the Parish Council will be held on Monday 10th November 2025, at 7.30pm in the Village Hall.

The date of the next meeting was noted and the Chairman closed the meeting at 9.07pm.

Signed:

Date:

WHISSONSETT PARISH COUNCIL						
YEAR ENDING 31ST MARCH 2026						
FINANCIAL REPORT - SEPTEMBER 2025						
BUDGET UPDATE	Actual	Budget	To	%		
	2024/25	2025/26	date	Spend		
PAYMENTS*						
Admin	1,050	1,374	918	67%		
Salary	2,872	3,066	1,503	49%		
Grass Cutting**	5,881	5,939	4,499	76%		
Play Area	285	340	1,188	350%		
Open Spaces (inc maintenance)	1,896	915	402	44%		
PWLB	432	866	433	50%		
Donations	375	100	250	250%		
TOTAL	12,358	12,600	9,193	73%		
RECEIPTS				Received		
Precept	12,000	12,000	6,250	52%		
Allotments	155	-	125	0%		
Grants	294	-	-	0%		
HMRC Refund	-	-	-	0%		
TOTAL	12,449	12,000	6,375	53%		
SURPLUS/DEFICIT	91	(600)	(2,818)			
*includes payments as listed on agenda.						

Community Account at 01.04.2025	5,364.09
Plus Receipts at 31.07.2025	7,917.67
Less Payments at 31.07.2025	7,876.06
TOTAL	5,405.70
Bank Balance at 31.07.2025	5,706.29
Less any outstanding payments	300.59
Plus any outstanding receipts	-
TOTAL	5,405.70
TOTAL	8,400.74
Allotment deposits	-
Open Spaces	2,000.00
GENERAL RESERVE	£6,400.74
Church Close Loan Balance @ 01.06.2025:	3,077.87