

WHISSONSETT PARISH COUNCIL

Minutes of a meeting of the Parish Council held on Monday 13th July 2026 at 7.30pm in the Village Hall.

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

One Member of the Public
Sheryl Irving (Clerk)

1. Welcome and apologies for absence.

The Chairman welcomed everyone to the meeting. Apologies received from Cllr Edge were approved. Apologies were also received from District Cllr Robin Hunter-Clarke and County Cllr Tom Dickerson.

2. To receive any declarations of interest.

Cllr Daniels declared an interest in item 6a - PL/2026/0676/OMIN.

3. To approve the minutes of the meeting held on 11th May 2026.

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

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

The member of the public queried the enforcement issue raised at the previous meeting and was informed that a member of the public had raised the issue and the District Cllr agreed to take it forward.

In response to a query, the Chairman said there was no update in respect of the issue at Back Lane, Stanfield, and the D/Cllr will be asked for an update.

The member of the public confirmed that the Village Hall Committee now has the required number of officers and the Charity Commission has been updated.

5. County & District Councillors Reports.

The C/Cllr had sent a written report and the Chairman highlighted the item regarding electrical items which, once again, can now be taken to the recycling centres.

6. Planning Issues

a) Decisions to note (information only).

Council noted the following application has been approved.

- PL/2026/0502/FMIN – Lower Farmhouse, New Road - proposed Hay Barn.

Council noted that no decision has been made on the following two applications.

- PL/2026/0676/OMIN – Meadow House, Mill Lane - outline planning application with all matters reserved except for access for up to 4no. new self-build dwellings
- PL/2026/0253/OMIN – Land off Mill Lane, outline planning application with all matters reserved except for access for up to 4no. new dwellings.

b) Applications to consider.

There were no applications to consider.

c) To receive an update regarding enforcement issues.

This item had been discussed at item 4 above.

d) To receive an update regarding the Local Plan.

Council noted that the next consultation period will run from 31st July to 16th September 2026.

7. Highways matters.

a) To receive an update re matters previously reported.

Council noted the following updates:

- Mill Lane (old telephone exchange) – request for land reinstatement – boundaries established by Highways and area to be cleared – the new C/Clr to be asked to follow this up.
- Colkirk FP14 (Raynham Road) – broken sign – Highways will replace this sign.
- North View – faded street sign – will be replaced.

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

Council noted that the sign had previously been sited on Colkirk Road but now has battery issues. The Chairman will obtain a quote for consideration at the next meeting.

8. Playing Field Matters – to receive a report from the Playing Field Warden and to consider future works at the Play Area.

Clr McGregor reported that there had been little interest from the community in a cleaning working group and she had done what she could. She continues to remove the pickets from the fence as they are broken. Clr Daniels will repair the latch on the gate.

Council noted that the equipment continues to be damaged and were uncertain as to what action the police had taken. Cllrs' Dye and McGregor will attend the next neighbourhood policing meeting.

It was noted that the annual play area inspection report is due and, with no funds for repairs, Council will make a decision regarding equipment dependent on the report. A decision regarding signage will also await the report.

9. Allotments

a) To receive a report from the Allotment Warden

Cllr Ireson reported that everything is in order and the two plots are being worked. The plot holders are looking forward to the installation of the water supply.

b) To receive an update regarding the installation of a water supply

Cllr Dye reported that works to connect the water supply are due to take place on the 21st July, the same day as UK Power Networks road closures.

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

- The refurbishment of Spring Well – Council noted that the finial is being attached but the roof repairs are not likely to last and the roof may well need replacing within the next ten years.
- Notice Board on Campingland – there was no update in respect of the notice board.
- Guttering works to Bus Shelter – there was no update in respect of the bus shelter.
- Church Lane (north) – the contractors will be asked to cut the hedge back.
- Village Hall car park/Church Lanes – the contractors will be asked to weed spray.
- Church Lane (west) – the adjoining household will be asked to cut the hedge back.
- Defibrillator – the Chairman reported that the suppliers have not responded to requests for a replacement battery and Council agreed to try and source one from elsewhere. The defibrillator is now shown as 'inactive' on the system but could be collected by a resident if needed.

11. To receive a report regarding Church Close Garden.

Cllr Griffiths reported that the central area is being mowed but the contractors should be cutting the whole area twice a year, in Spring and September, with the grass then being raked up. The walnut tree continues to grow and the volunteers will plant more bulbs later in the year with the £50 budget. Cllr Griffiths advised that any new planting should be appropriate for the changes in climate.

12. Correspondence

Cllr Ireson said he had received correspondence regarding the following issues:

- An overgrown hedge obstructing the roadway at a property on Stocks Hill – the household will be written to and requested to cut it back.

- A ditch which needs to be cleared out at a property on New Road – this will now be referred to the new County Cllr as requests from the Parish Council have been ignored.
- Leaves etc blocking drains at East View Crescent – Highways will be asked to clear this out.
- Overgrown area near salt bin at East View Crescent – Broadland Housing will be asked to cut this back.

13. Finance & Governance Matters

a) To receive a financial report for the year ending 31st March 2027.

The financial report (attached) was noted. Council was advised that the general reserves were low and they needed to be mindful regarding any additional spending not previously budgeted for.

b) To receive an update regarding the ICO Freedom of Information complaint.

There was no update in respect of this matter.

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

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

PAYMENTS

P7	Clerk Salary & Allowance – June	£267.69(SO)
P7	HMRC PAYE	£1.20 (deducted from credit)
P8	PWLB – Loan Repayment	£433.02
P9	Clerk Salary & Allowance – July	£267.49 (SO)
P9	HMRC PAYE	£1.40 (deducted from credit)
P6	Grass Contractor (1 of 4)	£1,913.54
(includes £50 surcharge as agreed at meeting held on 11 th May 2026)		
P10	Grass Contractor (2 of 4)	£1,913.54
P12	Zurich Council Insurance Renewal	£536.00
P11	Play Area Annual Inspection	£99.60

RECEIPTS

R2	VAT Refund (including Anglian Water)	£2,695.53
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In respect of the insurance renewal, Council noted that there had been no increase in renewal terms and the Clerk had been unable to obtain any comparable quotes.

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

There were no new items received for the next agenda.

15. To note the next meeting of the Parish Council will be held on Monday 14th September 2026, at 7.30pm in the Village Hall.

Council noted the date of the next meeting and the Chairman then closed the meeting at 8.30pm.

Signed:

Date:

WHISSONSETT PARISH COUNCIL
YEAR ENDING 31ST MARCH 2027
FINANCIAL REPORT - JULY 2026

BUDGET UPDATE	Actual 2025/27	Budget 2026/27	To date	% Spend
PAYMENTS*				
Admin	1,298	1,374	242	18%
Salary	3,008	3,241	1,028	32%
Grass Cutting	5,956	6,178	3,189	52%
Play Area	1,423	575	1,232	214%
Open Spaces (inc maintenance)	875	1,035	-	0%
PWLB	866	866	433	50%
Donations	350	100	-	0%
TOTAL	13,776	13,369	6,125	46%
RECEIPTS				Received
Precept	12,500	13,500	6,750	50%
Allotments	405	230	-	0%
Grants	294	-	-	0%
TOTAL	13,199	13,730	6,750	49%
SURPLUS/DEFICIT	(577)	361	625	

*includes payments as listed on agenda.

Community Account at 01.04.2026	4,699.24
Plus Receipts at 29.05.2026	9,445.53
Less Payments at 29.05.2026	4,127.12
TOTAL	10,017.65
Bank Balance at 29.05.2026	10,017.65
Less any outstanding payments	-
Plus any outstanding receipts	-
TOTAL	10,017.65
Allotment deposits	200.00
Open Spaces	2,000.00
Lottery Fund - Water Supply Allotments	2,406.63
GENERAL RESERVE	£5,411.02
Church Close Loan Balance @ 30.06.2026:	2,368.89

Allotment Water Supply	Receipts	Payments
Lottery Fund	6,525.00	
Anglian Water Installation		5,147.96
VAT Refund	1,029.59	
Total	7,554.59	5147.96
Balance		2,406.63