

Great Witchingham Parish Council

Meeting of the Parish Council – Agenda

Thursday July 31st 2025, at 7pm
Great Witchingham Village Hall, Great Witchingham.

Present: Rowan Banks (RB) Chair
Peta Banks (PB)
Sally Acloque (SA)
Dawn Clarke Clerk & RFO to the Parish Council

3 Members of the public and County Councillor Greg Peck

Minutes

2025/0048 **Chairs Welcome and to consider apologies for absence.**
To receive and note apologies for absence.

Cllrs Rachel Thorpe, Paul Hines, Tracy Howlet, Peter Collingsworth and District Cllr Peter Bulman all sent apologies,

2025/0049 **Declarations of Interest.**

- a. Councillors are invited to declare a pecuniary or non-pecuniary interest on any item on the agenda.
- b. To consider any dispensation requests.

None

2025/0050 **Minutes.**

To approve the Parish Council minutes from the meeting held on Thursday May 15th, 2025.

It was agreed that the minutes of the meeting held on Thursday May 15th, 2025, were a true record of and signed.

2025/0051 **To receive updates on any matters not elsewhere on the agenda.**

None

2025/0052 **Public Participation and Reports.**

- a. County Councillor Greg Peck
- b. District Councillor Peter Bulman
- c. Members of the Public.
 - a. County Councillor Greg Peck updated council that the housing of illegal immigrants at the Lenwade Hotel was a rumour without any base as of the meeting date.
 - b. A report was sent. This will be added to the website.
 - c. A resident raised the issue of the mess around the Garage, Clerk to check planning conditions.
A resident asked about the ownership and noted the poor condition of the footpath adjacent to Amberley Lodge.
Clerk to check and report to ROW officer.
A resident asked about recycling bins and council advised that small electrical and clothing items could be left with the recycling bin – more details can be found on Broadland DC's website under 'Recycling' - Clerk to add article on the subject to the Wensum Diaries.

2025/0053 **Planning.**

- a. To note no delegated consultee responses.
- b. To consider a response to 2025/1969 Land South Of Hall Road, Alderford, Norfolk. Installation and operation of a Solar Farm together with all associated works, equipment and necessary infrastructure.
- c. Any application arriving after the publication of this agenda.
 - a. None
 - b. To respond with an objection based on – land use – prime agricultural land, concern regarding food security, size in relation to amount of traffic and visual impact, poor access roads, long term impact on land, microplastics from sheading, damage to eco system (bats confusing panels with water) disproportionate amount of schemes in the area compared to the country and fire service access.
Clerk to distribute prior to submission.
 - c. none

2025/0054 **Correspondence and Communications.**

- a. To discuss the proposed mitigations in Weston Longville and any impact they will have on traffic entering the parish.
- b. To update council about the 7 Chairs meeting.
- c. Any correspondence after this agenda.

DC attended the meeting on behalf of GWPC at Weston Longville, the impact of the proposed mitigations will be to encourage drivers onto the B1535 which joins the Fakenham Road in Lenwade. The junction with the A1067 is dangerous with repeated small accidents and delays. There has been a recent death on the B1535 and these were raised to NCC by DC. It was requested that the junction be re-designed with traffic lights. The A47 liaison meeting was attended by DC and the focus was to look at alternative

options and share ideas on local road improvements as the potential to build a link was very unlikely now. DC raised the lack of parity with other communities who have benefited from dualling. The B1535 and Fakenham Road junction was raised again at this meeting.

- b. RB noted that the 7 Chairs had met with Trevor Holden leader of Broadland DC and discussed sharing services and cost saving, via community governance reviews.
- c. None

2025/0055 **Financial Matters.**

- a. To note the NALC agreed salary increase.
 - b. To agree payments as detailed in Annex A.
 - c. To receive the bank balances.
 - d. To note the budget against actual for 2025-26.
 - e. To authorise the work to replace the bus shelter (part grant payment)
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- a. Noted, back pay calculation checked by PB.
 - b. Noted and it was resolved to pay the items in annex A.
Clerk to set up a direct debit with HMRC for PAYE.

Income

Unity Trust Bank	Interest 3.6.2025	£	197.69
VAT	2024-25 VAT refund	£	1,322.99

To note payments made

Scribe	Accounting June	£	14.40
Unity Trust Bank	Service Charge June	£	6.00
Scribe	Accounting July	£	14.40
Unity Trust Bank	Service Charge July	£	6.00
Payroll June	June Salary	£	439.07
	Pension Contribution	£	141.41
	HMRC	£	77.01
	WFH	£	26.00
Payroll July	July Salary	£	439.27
	Pension Contribution	£	141.41
	HMRC	£	77.02
	WFH	£	26.00
NPTS	Chair Training	£	90.00
Equals card	Heartsafe - Bleed kit	£	107.98

For authorisation

Clerk	Clerks Expenses	£	45.90
Scribe	Accounting August	£	14.40
Unity Trust Bank	Service Charge August	£	6.00
Scribe	Accounting Sept	£	14.40
Unity Trust Bank	Service Charge September	£	6.00
Wensum Diaries	Newsletter	£	200.00

Payroll	August Salary	£	474.25
	Pension Contribution	£	163.92
Payroll		£	26.00
	September Salary	£	425.66
	Pension Contribution	£	145.92
Robin English	WFH	£	26.00
	Playground Work	£	111.00

- c. Current, 10,779.24, Savings, 35,173.18, Equals Card, £392.02 Total balance of £46,344.44
- d. Noted
- e. It was agreed to accept the quote from Westcotec based on the previous experiences, they are local and their close working relationship with NCC. 80% would be paid by NCC, the remaining 20% would be paid GWPC. Total £5,974
£ 996 payment from GWPC – the budget for this was £1500
Proposed SA, Seconded RB Agreed.

2025/0056

Play Area.

To receive an update with respect to new surfaces and the cost of new equipment and agree the next step.

There have been difficulties getting 3 quotes, one supplier refusing to quote due to the nature the site. Further sources, advice and quotes required.

2025/0057

Community Engagement.

To discuss weeds on the pavement and consider a request for help with village tidying and a possible working group.

There have been comments on Facebook regarding a lack of pride in the area, a resident offered to write a piece for the Wensum Diaries.

2025/0058

Environment.

To choose a new litter bin.

A new bin was selected, the Village Hall to be offered the old one.

Clerk to speak with Breadon about the bike rack and pad if possible.

2025/0059 **Administrative Matters.**

- a. To note 'Assertion 10' and to consider the quote for a new compliant website and moving to .gov website
- b. Storage of council items.

- a. It was resolved to move to a .gov domain, and email service.
The current domain would be renewed and pointed to the new one when it is complete. RLS was selected to provide the service, the clerk to work with RLS. The address www.greatwitchinghamparishcouncil.gov.uk and the colour scheme 'URBAN' were agreed.
Proposed PB, seconded RB, agreed
- b. Unfortunately, the Village Hall has no space to rent.

2025/0060 **Clerk's Report.**

The cost to uplift the branches beside the bus stop has come in at £350, this work was authorised.

The cost to remove the brambles on the VH field has come in at £290, this work was authorised.

Items for next meeting.

None, the meeting closed at 20:30

To note the next meeting date: September 25th, 2025, at 7pm – Village Hall.

Signed: RB

Date: 25.9.2025