



Great Witchingham Parish Council Meeting of the Parish Council

Thursday November 27th, 2025, at 7pm
Great Witchingham Village Hall, Great Witchingham.

Present: Rowan Banks (RB) Chair
Paul Hines (PH) Vice Chair
Rachel Thorpe (RT)
Sally Acloque (SA)

Dawn Clarke Clerk & RFO to the Parish Council

1 Member of the public - District Councillor Peter Bulman County
Councillor Greg Peck

Minutes

- 2025/0075 **Chairs Welcome and to consider apologies for absence.**
The Chair welcomed everyone to the meeting.
Cllr Peter Collingsworth and Cllr Tracy Howlet sent their apologies.
Cllr Peta Banks was attending an event on behalf of the council.
- 2025/0076 **Declarations of Interest.**
None
- 2025/0077 **Minutes.**
It was agreed that the minutes of the meeting held on Thursday
September 25th, 2025, were a true record and signed
- 2025/0078 **To receive updates on any matters not elsewhere on the agenda.**
None

2025/0079 **Public Participation and Reports.**

- a. County Councillor Greg Peck**
- b. District Councillor Peter Bulman**
- c. Members of the Public.**
- a. County Councillor Greg Peck encouraged anyone interested to go to norfolk.gov.uk and comment on unitary plans. There are Mayoral and County Council elections scheduled for 2027. Norfolk County Council is working towards a balanced budget. He reminded council that there were some funds available for grants. (Clerk to action) A discussion about roads was had, and it was agreed that Greg Peck would ask the highways engineer to come out in person to look at the B1135/Fakenham Road Junction.
- b. District Councillor Peter Bullman was thanked for the speedy grant award of £1,000 to the council for the proposed new notice board. There was a update in respect to the ombudsman looking into the planning permission process for Johnsons Garage. PB added that he will continue to object to solar sites in the area.
- c. none

2025/0080 **Planning.**

- a. To note no delegated consultee responses.**
- b. Any application arriving after the publication of this agenda.**
- a. None
- b. It was resolved to submit a letter of support for the works proposed in Weston Longville/ Marl Hill and draw attention to the Junction of the B1135 and the Fakenham Road, asking for investment in safety at the junction.
The clerk was asked to contact the police in respect to safety and speed with impatient drivers due to the road works.

2025/0081 **Correspondence and Communications.**

- a. To note the list of items submitted to the Rangers.**
- b. Any correspondence after this agenda.**
- a. Clerk to add – Tactile pavement at crossing, covered in debris. Unauthorised roadside signs, yellow lines on The Street.
- b. None

2025/0082 **Financial Matters.**

- a. To agree payments as detailed in Annex A.**
- b. To receive the bank balances.**
- c. To note the budget against actual for 2025-26.**
- d. To note the closure of the Equals Card and resolve to authorise the clerk apply for a replacement card that is suitable.**
- e. To agree the 2026-27 budget and determine the precept.**
- f. To delegate authority to the clerk to submit the precept request to Broadland DC**
- a. It was resolved to accept the payments listed in Annex A
Proposed RB, seconded PH, Agreed.

Income

Unity Trust Bank	Compensation	£	75.00
Unity Trust Bank	Interest	£	205.64
Broadland DC	Member Grant	£	1,000.00
Equals	Return of Pre-paid Balance	£	500.00

To note payments made

Payroll	October	£	425.66
Pension	September	£	145.92
Peta Banks	Bulbs	£	61.14
Pension	October	£	145.92
HMRC	SSDS	£	237.90
Payroll	November	£	425.66
Pension	November	£	145.92
Payroll	WFH - November	£	26.00

For authorisation

Clerk	Clerks Expenses	£	59.15
Unity Trust Bank	Service Charge December	£	6.00
SLCC	Practitioners Conference		272.08
Payroll	WFH - December	£	26.00
Payroll	December	£	425.66

- b. Bank Balances Current £4,580.89 Savings £53,378.82 Pre-paid card £0 now closed. Total in Banks £57,959.71
- c. Noted
- d. It was noted that the Equals card has been closed and a Unity multi pay card will be applied for unless a free or low-cost card can be sourced prior to the next meeting.
- e. Councillors confirmed that their council tax was up to date. It was resolved to agree a budget of £30,041.
Proposed RB, seconded PH, agreed
- f. It was resolved to delegate authority to the clerk to submit the precept request of £30,041 to Broadland DC
Proposed RB, seconded SA, agreed.

2025/0083

Play Area.

- a. **To return to the litter bin selection and choose an alternative.**
- b. **To authorise the installation on the playground and associated costs.**
 - a. It was agreed to select a Gladson Futuro Black bin, with a ballast base.
 - b. A budget of £500 was agreed for the installation of the base, bin and notice board.

- 2025/0084 **Community Engagement.**
Cllr Paul Hines has quotes for work and play equipment based on consultation with park users about items they would like to see on the park.
- 2025/0085 **Environment.**
a. To authorise work to the village to tidy up the pavements.
b. To consider a request to clear the alley along 76 & 78 Fakenham Rd.
a. It was resolved to accept the quotation for work of £820 to clear the weeds as outlined with R Banks along the Fakenham Road and Bridge area.
Clerk waiting for Broadland to return with confirmation of removal of waste, if not a 6-yard skip was agreed, (the skip is expected to be around £290) Clerk to add an article about clean up around the village to the Wensum Diary.
b. The Clerk is waiting for Broadland to return with details of ownership of the alley.
- 2025/0086 **Administrative Matters.**
a. To confirm the meeting dates for 2026.
b. To note the transfer to the new website and .GOV email address.
c. To note the completion of the Clerk's appraisal and the recommendations.
a. It was agreed to meet dates: Thursdays, January 22nd, March 26th May 28th (APM/APCM) July 30th, September 24th November 26th
b. The use of the new website and emails is effective as agreed from November 20th, the Clerk is updating stakeholders and the old email remains active. The old website is now advising the new address. We need local photos as the ones on the website are stock pictures.
c. The Clerk's appraisal has been completed, the recommendation that the clerk attends the SLCC conference in January as scheduled and going forward. The costs to be shared among her councils. It was agreed that the PILAC course would be supported. The continued goal is to move the council towards the NALC local government bronze award.
- 2025/0087 **Clerk's Report.**
With respect to Local government reorganisation council decided to submit comments individually.
It is noted that there will be a change in reporting of Planning Enforcement the Clerk to set up a spreadsheet to track this. The Clerk attended the in-person Summit at Broadland DC, there was a chance to speak directly to officers (Planning mainly) in respect to local issues.

The selection of a notice board – it was resolved to take the 2-door notice board – one half for community use. from Harry Stebbing Workshop. Clerk to check total price, expected less than £2500, plus installation. A grant for £1000 has been made by District Cllr Peter Bulman and an application to be made to County Cllr Greg Peck. Street licence to be applied for and resident to be contacted. Clerk to action.

2025/0088 **To consider a resolution to exclude the press and public in accordance with the Public Bodies (Admissions to Meetings) Act 1960 in consideration of the following item due to the confidential nature of the items to be discussed.**

It was resolved to exclude the public. The public and Cllr Paul Hines left at this time.

The disposal of a small piece of council owned land was discussed. The council noted the need to determine an appropriate market value.

Attempts to secure a surveyor have so far been unsuccessful, and only informal indicative figures are currently available. It was agreed to continue seeking professional guidance and to obtain a reasonable valuation range before considering any decision on disposal.

2025/0089 **Items for next meeting.**

To note the next meeting date: January 22, 2026, at 7pm – Village Hall.

Signed: RB

Date 22.1.2026