



Great Witchingham Parish Council

Thursday March 26th, at 7pm
Great Witchingham Village Hall, Great Witchingham.

Members of the press and public are welcome to attend.

Present:	Rowan Banks	(RB) Chair
	Paul Hines	(PH) Vice Chair
	Rachel Thorpe	(RT)
	Sally Acloque	(SA)
	Dawn Clarke	Clerk & RFO to the Parish Council
	5, 3 residents and District Councillor Peter Bulman (DCPB) County Councillor Greg Peck	(CCGP)

Minutes

- 2026/015 **Chairs Welcome and to consider apologies for absence.**
The Chair welcomed everyone to the meeting.
Peta Banks and Peter Collingsworth sent apologies, and these were accepted.
District Councillor Peter Bulman sent his apologies.
- 2026/016 **Declarations of Interest.**
None.
2026//0026 b Rowan Banks & Sally Acloque
- 2026/017 **Co-option.**
None.
- 2026/018 **Minutes.**
It was agreed that the minutes of the meeting held Thursday January 22nd, 2026, were a true record and signed.
- 2026/019 **To receive updates on any matters not elsewhere on the agenda.**
The 7 Chairs meeting discussed the Breckland Local Plan and housing development at Hockering. A joint letter has been sent to Breckland in respect to the development. Feedback has been sent as a group.
Discussions have focused on road safety at the B1535/A1067 Junction

and exploring opportunity of savings within the group. A comparison of precept, salaries and costs between the parishes has been made.

2026/020

Public Participation and Reports.

a. County Councillor Greg Peck.

b. District Councillor Peter Bulman.

c. Members of the Public.

- a. County Councillor Greg Peck (CCGP) will retire from local government after 9 years with the upcoming elections. The structure of the Unitary areas was discussed. Gt Witchingham will fall into East Norfolk should the plan go ahead. He notes that the budget is balanced. There has been dialogue about the B1535 and A1067 at county level.
- b. District Councillor Peter Bulman (DCPB) thanked CCGP for his comradeship over the past years and notes he will be standing for the County Councillor post. The district council budget is balanced. He spoke about his continual opposition to the use of good agricultural land for solar farms when it is needed for food production. The case taken to the ombudsman determined that Broadland District Council had followed procedure, it did not look at the decisions and the rationale which was disappointing.
- c. A resident spoke about the theft of a piece of machinery and their disappointment with the lack of service provided. They were sign posted to Jerome Mayhew. Clerk to invite new community police officer along to a meeting.

2026/021

Planning.

a. To note no delegated consultee responses.

b. Any application arriving after the publication of this agenda.

a. None.

b. None.

2026/022

Correspondence and Communications.

a. To note any comment regarding correspondence items distributed.

b. Any correspondence after this agenda.

a. Noted.

b. Resident re-policing and a letter has arrived in respect of NWL funding, this will enable NCC to look at alternative routes.

2026/023

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.

- a. It was resolved to accept the payments listed in Annex A. Proposed RB, seconded PH, Agreed. (below)
The clerk noted that the Grant for the refurbishment work to the brick bus stop had arrived (£1,760 and a small refund on the insurance premium (however the reasons are unclear as the premium paid matched the quote)

Income

Norfolk CC	Westcotec Bus Shelter Grant	£	3,984.00
Crowd Funder	Grant (notice board	£	600.00

To note payments made

Scribe	Feb, Mar - 2 at	£	14.40
Norfolk Pension Fund	Monthly , D, J, F, M at	£	145.92
Robin English	Tree Work	£	428.00
Norman Wenn	Skip	£	290.00
HMRC	PAYE	£	247.26
Westcotec	Bus Shelter (full amount)	£	5,976.00
Payroll	Feb, Mar 2 at	£	425.66
Clerk Exp	WFH March	£	26.00
Ebay	Litterpicking Equipment	£	238.51
Broadland DC	Waste (litter)	£	296.40
ICO	Yearly Fee	£	47.00
Unity Trust Bank	Service Charge Feb	£	6.00
Norse	Maintainance 2 of 2	£	928.76
Neil Attew	Maintainance	£	820.00

For authorisation

Clerk	Clerks Expenses	£	74.60
Clerk	Clerk office Expenses	£	86.31
Wensum Diaries	Advertising	£	200.00
Rowan Banks	Litter Pick expenses	£	15.50

2026-27

Parish Online	Yearly Fee	£	64.80
Clerk Exp	WFH April	£	26.00
Robin English	Brick Bus Shelter	£	2,200.00

- b. Unity Current £6,073.06 Savings £44,651.29
Total bank balance £50,724.35
- c. Noted

2026/024

Play Area.**a. To agree the next steps in respect to the work planned to install new play equipment.**

- a. It was resolved to instruct Creative Play to install 3 pieces of new playground equipment, wet pour surfacing and additional wet pour surfacing to 4 pieces (round about, spinning disc, older swings and basket swing) The council has endeavoured to find similar quotes, and resolves to accept the quote of £29,750 plus VAT for the works. S106 monies of £15,184.84 are being held by Broadland District Council strictly for the provision of playground equipment. The clerk was instructed to act on behalf of the council to action this. Proposed RB Seconded PH Agreed

The clerk to look at possible grants.

It was agreed that the balance be taken from earmarked funds for playground maintenance (Ear marked reserves are currently £9,000, £13,500 in 2026-27 after precept payment)

- 2026/025 **Community Engagement.**
a. To note the work at 'Johnsons Garage'.
It was noted that the work has re-commenced and the site looks more organised.
- 2026/026 **Environment.**
a. To receive a report of the litter pick.
b. To note tree work on Common Lane (Old play ground).
c. To discuss the trees needing work at the back of the Village Hall/Hall Walk.
d. To note and respond to reports of noise at 'Rogers Yard'.
a. Litter pick - congratulations and thanks for the 13 residents aged 5-80 years who came out and collected 16 bags. There was noticeably less litter this year as efforts by residents have been consistent. The Queen of Hearts hosted, and with the cookie shop provided refreshments, thanks to both businesses.
b. Broadland District Council have removed dead and re-planted trees and will be fixing/removing the chain link. It is open for community access.
c. The clerk was asked to contact Broadland DC to understand when the last tree survey was completed, the necessary work and supply a copy of the tree report..
d. Noted.
- 2026/027 **Administrative Matters.**
a. Clerk's report.
b. To consider adopting policies presented.
a. Councillor were asked to consider if they would like their council emails on the website, it was agreed to keep all contact via the clerk. Notice board – funding was nearly in place to order the notice board with the grants and budgeted monies. Both Peter and Greg were thanked for their grants. Robin or Neil to be asked to install.
- The clerk needs to spend time at Norfolk records office, and a letter of authorisation was given.
The clerk gave a brief report about the SLCC Practitioners Conference in January and the sessions attended. They felt it was excellent in terms of value, learning and networking.
- Audit paperwork has arrived and it is a standard audit. The internal audit fee was confirmed to be £135 this year (S. Blythe)
- b. It was resolved to adopt the Financial Regulations, Financial Risk, Risk Management, IT, Internal Audit, data map, Equality and Diversity policy.
The asset register was checked and agreed it was up to date.

2026/028 **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. An update in respect to legal matters.

It was resolved to exclude the public.

The sale of a small piece of land was discussed on the back of the
valuation received.

2026/029 **Items for next meeting.**
Items for information only.
To note the next meeting date: May 28th, 2026, at 7pm – Village Hall
(APM prior to main meeting).

Signed:

Date: