

WHISSONSETT PARISH COUNCIL

Minutes of a meeting of the Parish Council held on Monday 10th November 2025 at 7.30pm in the Village Hall.

Present: Cllr Sally Dye (Chair)
Cllr Caroline Edge
Cllr Susan McGregor
Cllr Jimmy Daniels

Two Members of the Public
Sheryl Irving (Clerk)

1. Welcome and apologies for absence.

The Chairman welcomed everyone to the meeting. Apologies received from Cllrs Holloway, Griffiths and Ireson were approved. County Cllr Mark Kiddle-Morris also tendered his apologies.

2. To receive any declarations of interest.

There were none received.

3. To approve the minutes of the meeting held on 8th September 2025.

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

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

There were no matters raised by members of the public.

5. County & District Councillors Reports.

The County Cllr had submitted a written report; no issues in the report were highlighted by members.

6. Planning Issues

a) Decisions to note (information only).

Council noted that there was still no decision 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 that the following application has been approved.

- PL/2025/1310/HOU – High Farm Cottage, High Farm, Colkirk Road - proposed demolition of rear extension. New two storey rear extension and single storey infill, replacement porch, raising of eaves and ridge. Internal alterations.

b) Applications to consider.

PL/2025/1524/FMIN – Lower Farmhouse, Low Road – proposed hay barn – no objections were raised to the application and the dark skies policy will be submitted as a comment.

c) To receive an update regarding enforcement issues.

Council noted that both the Stanfield and Colkirk sites were being dealt with by Breckland and action is being taken.

d) To receive an update regarding the Local Plan.

Council noted that the plan includes an additional 13 new dwellings in Whissonsett for the period of the plan, 2024 to 2042. Council agreed that no submission to the current consultation was necessary.

7. Highways matters.

a) To receive an update re matters previously reported.

Council noted the following updates:

- Mill Lane – request for land reinstatement – boundaries established by Highways and area to be cleared – the C/Cllr continues to chase this up.
- Hedge obstructing highway visibility on Mill Lane –the hedge is planted on highway land and Highways are dealing.
- Colkirk FP14 (Raynham Road) – broken sign – Highways will replace this sign.
- 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.

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

The Chairman reported that the sign continues to be moved around the village.

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

There were no suggestions for an application.

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

Council agreed that no further action could be taken at this time and agreed to remove this item from the agenda. The flooding situation will continue to be monitored.

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

Cllr McGregor reported that the annual inspection had taken place and all matters raised were either low risk or very low risk with the exception of a set of swings, which has been taken out of service.

It was agreed to request a quote for all necessary repairs and make a decision as to the way ahead at the next meeting. It was noted that it was likely to result in a large bill, which Council cannot easily afford.

Council also considered the ongoing vandalism in the area and the matter will be referred to the police as evidence of the culprits is now available

9. To receive a report from the Allotment Warden, including an update regarding an application for grant funding for a water supply and other improvements.

There was nothing to report in respect of the allotment maintenance.

Cllr Dye proposed that an application be submitted to the National Lottery for funding to install a water supply to the site as this was the reason most tenants left their plots, it being extremely difficult to get water to the site. This was seconded by Cllr Daniels and unanimously agreed by Council.

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

- The refurbishment of Spring Well & Village Sign Plaque – Cllr Dye proposed approval of the following actions:
 1. Approve expenditure for Spring Well renovation - £47.89
 2. Approve proposed wording for Village Sign plaque and agree that the restorer can select most appropriate company to supply plaque.
 3. Approve maximum expenditure of £50 for replacement plaque.

This was seconded by Cllr Edge and unanimously approved by Council.

In respect of the replacement finial, a kind offer to make replacement from a previous resident was also accepted.

- Notice Board on Campingland – Council noted that works on this are due to take place over the winter.
- Drainage works to Bus Shelter – installation of drain crate – Council agreed to install additional guttering and a chute to take the water away from the structure.

11. To receive a report regarding Church Close Garden.

Council noted that the flower bulbs have been planted, the chain removed and 'no parking' signs will be installed. An update for residents has been published on the website and will be in the Upper Wensum Diary.

12. To receive a report from the Tree Warden and consider any recommendations.

Council noted the tree report from the Warden and no urgent issues had been raised. Council agreed with all the minor recommendations which related to the next tree risk assessment survey and annual tree works.

13. To consider the grass cutting contract for 2026.

Council agreed that the new contractors had carried out excellent work during the year and, as there had been an option to continue the contract for the next two years, Cllr Dye proposed that they be contracted for 2026 and 2027, this was seconded by Cllr Edge and unanimously agreed by Council.

14. Correspondence

There was no correspondence to note.

15. To note the meeting dates for 2026.

Council noted the meeting dates for 2026.

- Monday 12th January
- Monday 9th March
- Monday 11th May (Annual Parish (7.00pm start) & Annual Council Meetings)
- Monday 13th July
- Monday 14th September
- Monday 9th November

16. Finance & Governance Matters

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

The financial report (attached) was noted.

The Clerk reported that an invoice relating to the purchase of the defibrillator back in 2014 had, apparently, been unpaid. Council agreed that it should have been chased up long ago by the company concerned but old bank statements will be checked.

b) To review the allotment rental fees and consider the keeping of bees, chickens and other livestock on the plots.

Council agreed to leave the fees as they currently are.

Cllr Dye proposed that, in respect of the allotment field, it should be used only for grazing sheep as there was a danger to the plots if other animals, such as goats, were to escape; that no chickens or other livestock should be kept on the plots; requests to keep bees will be considered as they arise. This was seconded by Cllr Edge and unanimously agreed by Council.

c) To consider the budget and set the precept for the year ending 31st March 2027.

Council considered the budget and, with rising prices and the ongoing repairs required in the play area due to both wear and acts of vandalism, Cllr Dye proposed the budget be accepted and a precept of £13,500 set for the year ending 31st March 2027. This was seconded by Cllr McGregor and unanimously agreed by Council. This will result in an annual increase of £4.67 for a Band D property.

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

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

PAYMENTS

P22	Clerk Salary & Allowance – October	£260.72 (SO)
P22	HMRC PAYE	£2.40 (deducted from credit)
P24	Tree Inspector Course (CH)	£180.00
P25	Clerk Salary & Allowance – November	£260.92 (SO)
P25	HMRC PAYE	£2.20 (deducted from credit)
P26	Grass Contractors	£1,748.56
P27	SLCC Membership	£32.30
P28	Play Area Inspection	£180.00
P29	Spring Well Renovation	£47.89
P30	No Parking Signage	£19.78

RECEIPTS

R3	Breckland Precept (2 of 2)	£6,250.00
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17. To receive any new items for the next agenda.

There were no new items for the next agenda.

18. To note the next meeting of the Parish Council will be held on Monday 12th January 2026, at 7.30pm in the Village Hall.

The date of the next meeting was noted and the Chairman closed the meeting at 8.42pm.

Signed:

Date:

WHISSONSETT PARISH COUNCIL				
YEAR ENDING 31ST MARCH 2026				
FINANCIAL REPORT - NOVEMBER 2025				
BUDGET UPDATE	Actual 2024/25	Budget 2025/26	To date	% Spend
PAYMENTS*				
Admin	1,050	1,374	970	71%
Salary	2,872	3,066	2,004	65%
Grass Cutting**	5,881	5,939	5,999	101%
Play Area	285	340	1,338	394%
Open Spaces (inc maintenance)	1,896	915	402	44%
PWLB	432	866	433	50%
Donations	375	100	350	350%
TOTAL	12,358	12,600	11,497	91%
RECEIPTS			Received	
Precept	12,000	12,000	12,500	104%
Allotments	155	-	125	0%
Grants	294	-	-	0%
HMRC Refund	-	-	-	0%
TOTAL	12,449	12,000	12,625	105%
SURPLUS/DEFICIT	91	(600)	1,128	

*includes payments as listed on agenda.