

Minutes of the Meeting of the Parish Council held at Wacton Village Hall.

Weds 3rd September at 6.00pm at Wacton Village Hall

Present: - Chair: Gary Mulhall. Councilors:;, Freddie Boone, Kim Prentice and Pete Fraser

District Councillor Kim Carsok

Parish Clerk: Alan Arber

5 Members of the public

1. Public Participation

2 Branches are down on Stratton Road by Buttles Lane Wacton, and it was wondered if these would be taken down

Men's shed thanked the council for the donation

2. To consider any apologies for absence

Kat Ireson sent her apologies all agreed to accept

3. To receive any disclosures of interest.

None

4. To approve the minutes from the meeting held on 9th July 2025

These were agreed as a true record of the meeting held on the 9th of July and the chair duly signed to say this was correct

Proposed Pete Fraser Seconded Freddie Boone

5. To consider matters arising from the last minutes (for information only).

None

6. To receive a report from the County councillor.

Alison Thomas was unable to attend but sent the following report

Southern access on A140 remains closed at Parker's Lane junction until mid Sept. Closure will then move to Norwich Road to complete works just south of the new roundabout.

Robust response from highways to "Field" application which requires them

(among other things) to provide a double width carriageway between Long Stratton and the site. This is a holding objection by the authority which means that needs to be factored into plans BEFORE planning can be considered.

Response to East Pye Solar equally robust with numerous objections within the submission.

Decision on final submission for Local Government Review will be made by end Sept we then await minister's decision on preferred option,

7. To receive a report from the district councillors.

Kim Carsok was not in attendance and sent no report

8. To receive a report from the Village Hall committee.

No Report received

9. To consider planning applications.

- East Pye Solar and Scoping documents comments

The application is still at the pre-application stage and planning application should be submitted in late November 2025

- Field Battery Storage Plant update

Nothing to report except that was detailed in the county councillors report earlier.

10. To discuss the community payback details and agree the actions for the team

The chair had been in contact with the supervisor of the scheme and dates have been confirmed for the payback team to attend the village and continue their good work that was recently done with a list of work drawn up.

11. Governance

- To approve the updated Parish council Policies

Financial Regulations

Standing orders

IT Policy

Data Audit policy

Privacy Policy

Training and Development

Grants policy

Internal Control

AI Policy

Disciplinary Policy

Grievance Policy

Co-option Policy

General Risk Assessment

Expenses Policy

Model Publications Policy

Sickness Policy

Equality Policy

Pensions Policy

Health and Safety Policy

Social Media Policy

Lone Worker Policy

Cover Policies Policy

The councillors agreed to adopt these and thanked the clerk for his work on these policies to meet the transparency code and the new Assertion 10 regulations that come in at the end of 2025-2026 financial year.

Proposed Gary Mulhall Seconded Kim Prentice

12. Correspondence: -

New government rise for clerks back dated to April 2025
Pension details submitted
Website updated
Defib updated and cleaned by Councillor
Community Payback email received
Road Closure at Market Lane to aid carriageway repairs received
Grant companies investigated for Woodland Project work
NPTS Autumn Seminar booked for Chair and Freddie Boone in October
6 Month Budget v Expenditure report done for councillors
Clerks National conference attendance place booked
Clerks Networking booked
New Community Police Officer details received, and meeting booked to chat on issues in the parish
Email received on Hedge cutting on the green
SAM 2 data downloaded
Emails received regarding overturned lorry in Great Moulton
Email to say AGAR Logged at External Auditors
Mulbee Solutions Insurance certificate received
All Policies updated
New IT policy and Data Audit policy done as required under Assertion 10 works
Bank signatories updated and old signatories removed
CAN Membership approved and Insurance policy received for any works needing this
Field Planning application submitted to Planning, Field and Planning Inspectorate
Email received thanking the clerk for his work on BESS/East Pye Solar work
Parish Website updated with Parish Online to assure it meets assertion 10 work

13. Maintenance

Hedge cutting on the green
A request was made by a parishioner that the hedge on the green be trimmed asap as it is unsightly and overgrown.
It was agreed this would be carried out asap

14. To agree clerk's salary, rise and note back pay due from April 2025

The Government pay rise for clerk has been agreed and it is 3% with the clerk due a 0.59p rise back dated to April 2025. The clerk has worked this out and updated his salary details
All councillors agreed that this was well deserved, and this month's salary would reflect the backdated hours due.
Proposed Freddie Boone Seconded Gary Mulhall

15. To note receipts for July/August

Clear Councils overcharge on Insurance	£47.16
HMRC Vat Refund	£511.84
Bench Damage Payment by 2 families	£50.00

16. Authorization of payments

August Payments

- To approve payment of Clerks Salary and expenses for July £655.65
- To approve payment to Norfolk Pension Scheme for Clerks Pension July £221.54
- To approve payment to HMRC for Tax and NI July £90.87
- To approve payment to Unity trust for bank charges £6.00
- To approve payments to Mulbee Solutions for Maintenance work £65.61
- Payment to Lloyds for monthly credit card charge July £3.00
- To approve payment to O2 for clerk's mobile July £12.91
- To approve payment to BT for Broadband for defib July £35.84
- To approve payment to CAN for annual membership £150.00
- To approve payment to Wacton Men's Shed Grant £100.00
- To approve any payments on Credit Card for July
Stationery £14.35
Stationery £50.59
Printer Ink £24.98

September Payments

- To approve payment of Clerks Salary and expenses for Aug (including back pay) £772.85
- To approve payment to Norfolk Pension Scheme for Clerks Pension Aug £273.30
- To approve payment to SLCC for clerk's attendance at National SLCC Conference £217.80
- To approve payment to SNDC for annual dog bin emptying charge £333.60
- To approve payment to Unity trust for bank charges £6.00
- Payment to Lloyds for monthly credit card charge Aug £3.00
- To approve payment to O2 for clerk's mobile Aug £12.91
- To approve payment to BT for Broadband for defib Aug £35.84
- To approve any payments on Credit Card for Aug £0.00
Proposed Peter Frazer Seconded Freddie Boone
- To agree any Payments after the agenda is posted
None
- To note the financial Position of The Parish Council
The clerk reported that at the end of July we had £11311.79 in the bank and after the payments taken of £1171.87, we had a balance of £10,139.92. Meaning we started the month of August with £10,139.92 as

our balance and after today's payments of £1655.30 we have a balance of £8484.62 with a vat refund of £125.69 to be reclaimed and our second precept payment of £11402.00 to be received before the end of September meaning the council would be in an excellent position again. The chair signed both bank statements as true records of the council's finances.

- To receive the Budget V Expenditure 6-month report
The clerk produced the 6-month Budget V Expenditure report for all councillors and was thanked for his work on this and the excellent way he keeps control of the council's finances.
- To approve the appointment of Sonya Blythe as Internal Auditor for 2025-2026
- It was agreed that Sonya Blythe would be our Internal auditor for 2025-2026

Proposed Gary Mulhall Seconded Kim Prentice all agreed

17. Report on any ongoing matters:

- The woodland project and Bridge in the Copse repair.
The clerk commented that he had yet been unable to secure a grant to pay for the much-needed work on the bridge.
There were 2 entrance fences, and one has been checked into the ditch to use a temporary bridge, but it was felt this was not safe and the planks are upside down with nails showing up. It was agreed to clear this out and put up temporary fencing to stop this happening again. Freddie Boone will sort this out asap.
A parishioner asked that we put a new bridge with handrails and this to be passed to the clerk to investigate this.
- Councillor and Clerk Training
Clerk booked at SLCC National Conference and at the NPTS Autumn seminar with the chair and Freddie Boone plus the next clerks networking event at Attleborough.
- Benches and repairs to damaged ones
The old bench was repaired by the men's shed from the green and have done a great job getting it back to be able to use. It was thought we could community payback to scrub them down and repaint them.
- Book Exchange
Still being used and is looking very good and full of boxes of plums and other fruit and veg that all are taking and it's good to see
- Biodiversity
Deferred but the clerk will be attending a workshop on this at his National Conference
- Damaged Play Equipment
Grants are being looked at and again this is a huge topic at his national conference

- Purchase of local variety of trees
It was agreed to purchase 2 new cherry trees and 2 new pear trees, and the clerk will get these from the Foundry Garden Centre asap
- Community Payback report
Already dealt with
- Defib training
A date was needed to be fixed for the training session on CPR and defib in October with the best day being a Thursday evening. The 16th is free on the village hall bookings site.

18. Matters raised by councillors and members of the public. (For information only).

Questions were raised on whether we could have a wildflower area on the green under the overhanging trees for wildflowers to grow. Could be either a path or small meadow.

It was asked if the branches on Stratton Road at the end of Buttles Lane could be reported to highways

The bridge on the woodland project was reported again and could we get volunteers from the village help with it, but funding was also limited.

19. To receive details of the Parish Speed Watch group, plus Volunteers that are needed and SAM data download.

The clerk had downloaded this, and the details are encouraging with a maximum speed in the village of 60mph on at 23.40pm but the more encouraging details are that the average speed entering the village was 32 mph with the actual average speed being 26.86 mph once the machine is reached and logged.

Nothing from Speed watch group

20. To discuss the need for new parish councillors

Still needed but

no one has come forward

21. Items for the next agenda.

Budget work

Meadow on the green

Meeting finished 18.39pm

Dates of next meeting: Parish Council meeting 1st October 2025