MINUTES OF THE PARISH COUNCIL MEETING OF SPIXWORTH PARISH COUNCIL HELD AT SPIXWORTH VILLAGE HALL ROOM 84 AT 7.00pm ON TUESDAY 6TH OCTOBER 2026

PRESENT

PARISH COUNCILLORS: Mr P Rowe (Chairman)
Mr M Field (Vice Chairman)
Mr S Vincent
Mr S Cullington
Mr J Hancock
Mr I East
Ms S Holland
Mrs S Taylor-Crocker
Miss L Harmer

DISTRICT COUNCILLOR Ms S Holland

COUNTY COUNCILLOR Mr D Roper

PARISH CLERK: Mrs C. Lake

AGENDA

1. **TO ACCEPT APOLOGIES FOR ABSENCE**
   Verbal apologies were received from Councillor P Daly and written apologies received from Councillor E Cater and Councillor M Cater.

2. **DECLARATIONS OF INTEREST**
   None

3. **PUBLIC PARTICPATION**
   Four members of public attended the meeting.
   The following matters were raised:

1. Concern regarding visibility splay due to overgrown hedge on Crostwick Lane. Clerk to send details to CC Dan Roper.

2. A question was raised regarding funds to replace broken zip wire located on Spixworth Village Hall play area. The council explained that they would have to allocate funding in next year's budget. The zipwire had been broken due to misuse of the equipment.

3. A question was raised regarding the outstanding legal fee amount that the Parish Council loaned to Trustee to cover legal costs for the occupation licence and eviction of the previous Social Club tenants. The Council agreed a payment plan which the clerk is in the process of setting up.

4. MATTERS ARRISING

4.1 At the previous Parish Council meeting the council discussed the request for a community pond on Maisie's Meadow. There had been a divide in opinion as to whether a pond should be installed until the ground had settled and newly planted trees had established. The Council agreed to wait and discuss the item again in 2027.

5. HIGHWAY MATTERS

5.1 The clerk provided information on quotes for a dropped kerb and bus shelter to put forward as bids for the Parish Partnership Scheme in 27/28. County Councillor Dan Roper advised that the council could put both bids forward. Clerk to obtain two more bus shelter quotes.

5.2 The clerk had previously circulated a letter to the council from Norfolk County Council Highways for preliminary consultation regarding the junction improvement scheme at the junction between B1150 North Walsham Road and Crostwick Lane in Spixworth. The Parish Council were asked to provide any comments about the scheme by 16th October 2026.

6. REPORT FROM COUNTY COUNCILLOR

County Councillor Dan Roper reported that the Local Government Reorganisation is still in limbo the option of having three unitary councils has been withdrawn but everything else is still ongoing.

Concerning the upcoming budget Norfolk County Council will be increasing council tax and looking at various cost cutting saving measures. Budget consultation to be released shortly.

7. REPORT FROM DISTRICT COUNCILLOR

District Councillor Sue Holland reported that as of the 31st of October planning applications cannot be automatically referred to committees if a specific threshold of public objections is reached. Standard applications will now be decided by planning officers under delegated powers rather than facing elected member panels.

8. MINUTES OF PREVIOUS MEETING

The minutes of the Parish Council meeting held on the 1st of September, proposed by Councillor Holland and seconded by Councillor East and were agreed by the council.

9. TO RECEIVE MONTHLY ACTION PLAN UPDATE

The clerk circulated a copy of the monthly plan update. The council noted that the sunken drain cover on Crostwick Lane just before the dentist had still not been repaired. It was also reported that a bollard was missing on the speed humps located near Lilian Road junction. Clerk to forward details to CC D Roper.

10. FINANCE

10.1 Balances were noted, and the following payments were authorised in accordance with the budget as per the tabled scheduled 6th October 2026 were agreed by the council.

10.2 The Bank Reconciliation as of the 28th of September 2026 balanced and was agreed.

10.3 The clerk provided a revised summary of the quote provided by Norse for grounds maintenance of Maisie's Meadow for 2026. It was requested by the council to remove cutting of the inside hedge on Maisie's Meadow which provided a saving of £175.35. The council agreed to the quote.

10.4 The council agreed the quote of £2,100 plus VAT for instillation of the village Christmas tree and lights for 2026.

10.5 The council agreed to increase the annual allotment fee by the current inflation rate. Clerk to provide a breakdown on cost of water and maintenance for 2025-2026.

10.6 The Bowls Club has received funding from Broadland District Council for solar panels to be installed on their clubhouse. The contractor provided a quote which excluded VAT as they had mistakenly assumed that the Bowls Club was a charity. As the funding had already been paid the Bowls Club did not have extra funding to cover the VAT payment and asked if the Parish Council could pay the invoice on their behalf and recover the VAT with the Bowls Club reimbursing the Parish Council for the invoice amount minus the VAT. The Council voted against this as the work carried out did not benefit the Parish Council.

10.7 The clerk had obtained quotes to carry out tree maintenance on Greg's Meadow and amenity land. Some council members felt that any vegetation growing onto private properties is down to the property owners to cut back and put any clippings back onto council land. It was argued that if property owners allowed vegetation to grow onto their boundary it is their responsibility to manage this. Councillor Vincent asked if the council had a policy which it does not. The quotes were agreed on this occasion, and the clerk was asked to draw up a policy to start from today.

10.8 A resident whose property backs onto Greg's Meadow made a request for the council to provide signage to keep the noise levels down on Greg's Meadow due to reports of people shouting at their dogs. The council did not agree and voted against signage.

10.9 The clerk noted that staff had received a 3.3% pay award which has been agreed for local government workers by the National Joint Council (NJC)

SEPTEMBER PAYMENTS AND RECEIPTS

Date	Description	Supplier	Total
07/09/2026	Receipt - Bank Interest	Barclays	375.92
07/09/2026	Payment - Payment of funds to BDC for deposit account	Broadland District Council	-100,000.00
14/09/2026	Payment - Parish Council Office Sundries	Spixworth News Convenient Store	-9.41
22/09/2026	Payment - DEO Child Maintenance Payment (staff)	DWP CMG EMPLOYER	-198.14
22/09/2026	Payment - Pension Contribution September 2026	Norfolk Pension Fund	-1,247.56
22/09/2026	Payment - HMRC Tax Payment September 2026	HMRC	-1,247.81
23/09/2026	Payment -Staff Wages September 2026	Staff Wages	-3,785.10
23/09/2026	Payment - Refund Allotment Deposit	K Walpole	-30.00
24/09/2026	Payment - Streetlight Energy 1/8/26-31/8/26	SSE ENERGY SOLUTIONS	-1,580.98

OUTSTANDING SEPTEMBER PAYMENT LIST AGREED AT OCTOBER'S MEETING

PAYMENT TO BE MADE ON	PAYEE NAME	PAYMENT DETAILS	AMOUNT £
07/10/2026	Viking Office	Printing paper for PC office	31.62
07/10/2026	Garden Guardian	August 2026 P.C Grass Cutting	1759.20
07/10/2026	Cozens	Streetlight Maintenance August 2026	102.00
07/10/2026	Spixworth Village Hall	Allotment Water Charges	67.88

11. PLANNING MATTERS

Ref: 2026/2484
Proposal: Removal of existing flat conservatory roof and garage to allow for single storey extension.
Location: 62 Godfrey Road, Spixworth, NR10 3NJ
Comments: The council objected to the planning application as there were not enough parking spaces and it didn't meet with the Neighbourhood Plan policy.

Ref: 2026/2634
Proposal: Outline planning application for proposed erection of new dwelling
Location: 84 Crostwick Lane, Spixworth
Comments: The council objected to the planning application as there were not enough parking spaces, over development and lack of amenity space.

12. AMENITY MATTERS

12.1 The council discussed Spixworth in Bloom, Councillor Field confirmed that he has a bag full of bulbs to plant in the next few weeks. Councillor Taylor-Crocker suggested getting quotes for box planters to be placed around the village. Further discussion was needed as to how the plants would be maintained**.**

12.2 The council had originally agreed to commission a new village sign to replace the current old historic sign as it was now in disrepair. Mr P Mills a parishioner of Spixworth had been involved with the erection of the current sign and offered to remove the sign and keep safe. Mr Mills informed the council that he may be able to get a new sign commissioned for free and would provide the clerk with an update in due course.

13. CHRISTMAS EVENT

13.1 The council agreed that this years Christmas Tree light switch on would be held on Saturday 28th November at 6:00pm. Further information would be made public nearer the time.

14. TO AGREE DATE OF NEXT MEETING

The next Parish Council meeting will be held on Tuesday 10th November due to the clerk's absence.

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Chairman 10th November 2026