

**MINUTES OF THE PARISH COUNCIL MEETING OF SPIXWORTH PARISH
COUNCIL HELD AT SPIXWORTH VILLAGE HALL ROOM 84 AT 7.00pm
ON TUESDAY 7th JULY 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

PARISH

CLERK: Mrs C. Lake

AGENDA

1. TO ACCEPT APOLOGIES FOR ABSENCE

No apologies received.

2. DECLARATIONS OF INTEREST

None

3. PUBLIC PARTICIPATION

Four members of public attended the meeting.

It was reported that the hedges on either side of Lillian Road at the junction with Crostwick Lane were not at a legal hedge height and were causing visibility issues. Clerk to investigate and send hedge letter to property owners if necessary.

4. MATTERS ARISING

Pothole on Crostwick Lane in road near dentist has still not been repaired.
Clerk to report to Highways again.

5. HIGHWAY MATTERS

6. REPORT FROM COUNTY COUNCILLOR

Written report was circulated due to County Councillor absence.

7. REPORT FROM DISTRICT COUNCILLOR

District Councillor Sue Holland reported provided the following updates.

The District Council has launched a public consultation on Sex Establishment Licensing Policy.

Broadland Community Awards closing date is the 28th of August 2026.

Broadland District Council and South Norfolk Council have put in for a review of the recent agreed three-unitary framework. The target date for the new unitary councils will be April 2028.

Greater Norwich Local Plan is underway, South Norfolk, Broadland and Norwich calling for new sites.

Spixworth Bowls Club have applied for a community grant scheme to install solar panels.

To secure funding or submit an application for green and environmental initiatives in the Broadland district, you can apply through local environmental grant schemes provided by the local authority.

8. CO-OPTION OF PARISH COUNCILLORS

Mr P Daly, Mr M Cater and Mrs E Cater were co-opted onto the parish council and signed the declaration of acceptance of office.

9. MINUTES OF PREVIOUS MEETING

The minutes of the Parish Council meeting held on the 2nd of June 2026 were agreed by the council. Proposed by Councillor Rowe and seconded by Councillor Field.

10. TO RECEIVE MONTHLY ACTION PLAN UPDATE

The clerk circulated a copy of the monthly plan update.

11. FINANCE

11.1 Balances were noted, and the following payments were authorised in accordance with the budget as per the tabled scheduled 7th July 2026 were agreed by the council.

11.2 The Bank Reconciliation as of the 30th of June 2026 balanced and was agreed.

11.3 The clerk provided quotes for the play equipment upgrade at Orchard Road play area. The council agreed to Wicksteed's quote of £16,208.91 which includes wetpour surfacing.

JUNE PAYMENTS AND RECEIPTS

Date	Description	Supplier	Total
16/06/2026	Payment - Labour and fitting cost to change Social Club Door Locks	B.C Locksmith & Repair Service	-150.00
22/06/2026	Payment - Pension Contribution June 2026	Norfolk Pension Fund	-1,049.10
22/06/2026	Payment - DEO Payment (deducted from wages)	DWP CMG EMPLOYER	-167.19
22/06/2026	Payment - HMRC Tax Payment June 2026	HMRC	-926.09
23/06/2026	Payment- Staff Wages	Staff	-3,275.34
24/06/2026	Payment - Streetlight Energy 1/5/26-31/5/26	SSE ENERGY SOLUTIONS	-1,399.00
26/06/2026	Receipt - CIL REIMBURSEMENT FOR MAISIES MEADOW PROJECT	Broadland District Council	122,013.05
26/06/2026	Payment - Parish Council Office Electric	ENGIE	-79.50

OUTSTANDING JUNE PAYMENT LIST AGREED AT THE JULY MEETING

PAYMENT TO BE MADE ON	PAYEE NAME	PAYMENT DETAILS	AMOUNT £
08/07/2026	Kelly Holmes	Inner tube for Bike trailer	6.49
08/07/2026	M Orford	Fly Spray for PC office	4.79
08/07/2026	Spixworth Village Hall	June Meeting Room Hire	74.00
08/07/2026	C Lake	PC office sundries	7.25
08/07/2026	Bryan Lecoche Ltd	Eviction of Travellers from SVHPF and Maisie's Meadow	2,369.23
08/07/2026	Spixworth Village Hall	Allotment Water Charges 22/4-21/5	28.89
08/07/2026	Cozens	Streetlight Maintenance May 2026	102.00
08/07/2026	Garden Guardian	PC Grass Cutting May 2026	1759.20

12. PLANNING MATTERS

Ref:2026/1519

Proposal: Flat roof single storey rear extension

Location: 147 Arthurton Road, Spixworth

Comments: The council were concerned that there was not enough parking space with an increase in property size. District Councillor Holland will check with planning to ensure they are following Spixworth Neighborhood plan requirements.

13. AMENITY MATTERS

13.1 The council agreed in principle to the proposal of a community pond for Maisie's Meadow. The clerk is awaiting further information from the contractor

villa road regarding design cost and what safety measures would need to be put in place.

- 13.2 A resident had reported to the Parish Council that their neighbours bush had been planted onto the footpath on Crostwick Lane. The Council advised the clerk to contact Norfolk County Council Highways as this was an encroachment onto the public footpath not parish council owned land.

14. ALLOTMENT MATTERS

- 14.1 The clerk provided a copy of the updated allotment structure application conditions which was agreed.

15. TO AGREE THE DATE OF THE NEXT MEETING

The next meeting will take place on Tuesday 1st September 2026.