

**MINUTES OF THE PARISH COUNCIL MEETING OF SPIXWORTH PARISH
COUNCIL HELD AT SPIXWORTH VILLAGE HALL ROOM 84 AT 7.00pm
ON TUESDAY 3rd MARCH 2026**

PRESENT

PARISH

COUNCILLORS: Mr P Rowe (Chairman)
Mr M Field (Vice Chairman)
Mr S Cullington
Mr S Vincent
Ms S Holland
Mr J Hancock
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

Written apologies were received from Councillor I East and were accepted by the council.

2. DECLARATIONS OF INTEREST

None

3. PUBLIC PARTICIPATION

None

4. MATTERS ARISING

None

5. HIGHWAY MATTERS

The clerk had received further correspondence from a resident of Dovecote Gardens regarding instillation of street lighting. County Councillor Dan Roper explained he may be able to push for footway lighting once the Hopewell Park development on Buxton Road has been completed. Mr Roper informed the council that planning is aware of the lighting issue and will take the matter up with the head of planning.

6. REPORT FROM COUNTY COUNCILLOR

Councillor Roper reported that Norfolk County Council has awarded funding for the Crostwick Lane junction, B1150 North Walsham Road, as part of its 2027 capital programme for highways. Following on from a feasibility study carried out in 2023 and years of campaigning from residents and the Parish Council It has been identified that a traffic light junction would provide the safest for pedestrians and cyclists. The Parish Council thanked Councillor Roper and residents for their support in pushing for safety measures at this junction.

Councillor Rowe asked if the £1 million would cover the cost of the junction safety improvements. Councillor Roper informed the council that the Highways will find a way to make sure the costs are covered.

The County Council is now entering into the pre-election period.

Councillor Roper reported that Norse Care will stop running its care homes in Norfolk. The County Council is in the process of selling the care homes to a new provider.

7. REPORT FROM DISTRICT COUNCILLOR

District Councillor Sue Holland reported that the District Council have voted to freeze its share of council tax for the second year running.

Broadland Country Park has purchased an additional piece of land which will be managed by the Wildlife Trust. Work on the new visitor facility and café and South Car Park is moving forward.

8. CO-OPTION OF PARISH COUNCILLORS

Miss L Harmer was co-opted to serve on the Parish Council and signed the declaration of acceptance of office.

Mrs S Taylor-Crocker signed the declaration of acceptance of office.

9. MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on the 3rd of February 2026 were proposed by Councillor Rowe and seconded by Councillor Field and agreed by the council.

10. TO RECEIVE MONTHLY ACTION PLAN UPDATE

The council discussed the updates on the monthly action plan.

The clerk obtained a quote to commission a new village sign. A company who specialises in village signs quoted £6,650 for a cast aluminium, double sided

image sign. Delivery of the sign would be 12/15 months from the date of order. Councillor Holland proposed to order the sign Councillor Field and Councillor Harmer seconded. It was agreed to add this to the budget for 2027/28.

The council asked the clerk to speak with the Highway Engineer about installing a yellow hatched area in front of Maisie’s Meadow entrance gate.

11. FINANCE

11.1 Balances were noted, and the following payments were authorised in accordance with the budget as per the tabled scheduled 3rd March 2026 and were agreed.

11.2 The Bank Reconciliation as of the 24th of February 2026 balanced and was agreed.

11.3 The council agreed that the clerk could purchase a new paper shredder for the parish council office.

11.4 Broadland District Council requested an updated list of signatories for the Parish Deposit account. It was agreed that Councillor Rowe, Councillor Field, and Councillor Harmer would be signatories.

FEBRUARY PAYMENTS AND RECEIPTS

Date	Description	Supplier	Total
10/02/2026	Receipt - VAT Refund 1.3.25-31.1.26	HMRC	41,014.60
13/02/2026	Payment - Bin bag holder for litter picking	Amazon	-6.99
16/02/2026	Payment - Telephone and Broadband 5/11/25-29/1/26	BT	-210.26
23/02/2026	Payment - Staff Wages February 2026	Staff	-3,208.83
23/02/2026	Payment -Individual staff payment	DWP CMG EMPLOYER	-122.37
23/02/2026	Payment - PC office Sundries	Mrs C Lake	-14.77
23/02/2026	Payment - Streetlight Energy 1/1/26-31/1/26	SSE ENERGY SOLUTIONS	-2,639.78
24/02/2026	Payment - Microsoft 365 Annual Subscription Fee	Microsoft Office	-104.99

OUTSTANDING PAYMENT LIST AGREED AT THE MARCH MEETING

PAYMENT TO BE MADE ON	PAYEE NAME	PAYMENT DETAILS	AMOUNT £
4/3/2026	Norfolk Pension Fund	February Pension Contribution	1132.65
4/3/2026	HMRC	February Tax Payment	877.69
4/3/2026	Spixworth Village Hall	Container Rental Fee for Car Park	75.00
4/3/2026	Engie	Parish Council office Electric	117.75
4/3/2026	Cozens	Streetlight Maintenance Jan 2026	102.00
4/3/2026	Spixworth Village Hall	Meeting Room Hire-Jan 2026	16.00

12. PLANNING MATTERS

There were no planning matters.

13. AMENITY MATTERS

Councillor Holland noted that a parishioner had contacted her about another overgrown tree that needed to be either cut back or removed. The tree is located on the cut through from Park Road through to Arthurton Road. Councillor Holland has asked the parishioner to specify which tree they are concerned about as there are two located near to the resident's property.

14. CHRISTMAS EVENT 2026

After a successful Christmas Market which was held in the Village Hall last year the council agreed to put on another market for 2026. It was suggested to charge £10 per stall holder to raise funds for Spixworth Village Hall. The Council agreed that the date of the Christmas Market would be Saturday 5th December 2026.

Bring back to June meeting for further discussion.

15. TO AGREE THE DATE OF THE NEXT MEETING

The next meeting will take place on Tuesday 7th April 2026.