

REEDHAM PARISH COUNCIL

Minutes of the Parish Council meeting held on Monday 2nd March 2026 in the Village Hall

Present – Councillors: D. Hale (Chair), L. George (Vice Chair), P. Bagshaw, S. Pittam, C. Muten, R. Allen, C. Thomas, D. Breeze, M. Walton and the Parish Clerk S. Shackleton.

District Councillor G. Nurden

46 Members of the public

The Council meeting commenced at 7.31pm

1-03-26 Apologies for Absence

There were no apologies for absence.

2-03-26 Declarations of Interest on the Agenda

Cllr George – Agenda item 14. b)

Cllr Muten – Agenda item 7. b) – Planning application made by family member.

3-03-26 Minutes of Previous Meeting

Cllr Muten raised a query regarding a statement recorded in the minutes of the meeting held on 12th January.

Following discussion it was RESOLVED that the minutes of the Parish Council meeting held on the 12th January were **approved**.

The Chair of the meeting, Cllr Hale, advised that he would sign the minutes after listening to the meeting recording.

4-03-26 Clerk's Report

The Broadland tree warden network has closed.

The new Village Hall defibrillator and the new finger post at Witton Green have been installed.

The Keith Sales Memorial bench has been delivered and will be installed on the agreed site on Mill Road near to the village sign. The trophy has been engraved with the wording 'Keith Sales Memorial Cup, Practical Achievement Award' and will be presented by the school in July.

The Parish Council have received correspondence from a resident regarding construction activity associated with Phase 2 of the Barn Owl Close development. All correspondence has been forwarded to Badger Building in accordance with the Parish Council's liaison role. The access road to the development remains in the ownership of Badger Building.

The Parish Council does not have enforcement powers in relation to the Construction Management Plan or the management of private land. The resident has been advised that any further matters relating to planning compliance should be addressed to Broadland Planning.

5-03-26 To receive any updates relating to the potential development in Reedham by Taylor Wimpey

Cllr Hale advised that there is a Call for Sites running from 9th February 2026 – 23rd March 2026.

Chairman.....

He also confirmed that no planning application has been made.

Cllr Hale read out correspondence received from Cavendish Consulting acting for Taylor Wimpey:

- *At this early stage, the precise number of homes has not yet been determined and will be informed by ongoing technical work, as well as future engagement with the local planning authority, the parish council, local residents and other stakeholders.*
- *Initial high-level capacity work suggests that the site may be capable of accommodating development broadly in the region of 100–150 homes; however, this is indicative only and subject to detailed master planning to ensure any proposal responds appropriately to the site’s setting and the character of the existing settlement.*
- *Taylor Wimpey’s ambition is to bring forward a high-quality, well-designed scheme that integrates sensitively with its surroundings, delivers a meaningful proportion of affordable housing, and provides areas of open space, landscaping and play that can be enjoyed by both new and existing residents.*

Public Participation

Following comments from members of the public Cllr Hale assured the public that the Parish Council represent the residents of the village.

Cllr Thomas corrected a statement made at the previous meeting, noting that an option agreement means the land is purchased once planning has gone through.

D. Cllr Nurden advised that residents can contact the local MP Jerome Mayhew who is actively trying to resolve the whole issue with Taylor Wimpey.

The Norfolk County Council elections are on 7th May 2026.

Broadland District Council have agreed a 0% increase in their portion of the council tax; however council tax will still increase due to charges from other bodies.

£300 has been granted to Freethorpe Methodist Church as a ‘Keep it Going Grant’ from Broadland District Council. Cllr Nurden advised that groups from Reedham can also apply if eligible.

Chairman of the Village Hall Chris Bradbury gave the following report:

The February play equipment safety inspection identified no issues. The March inspection has not yet been completed

Fundraising

A Psychic Medium Evening is scheduled for Saturday 7 March, commencing at 7:30 pm.

The February Cash Bingo jackpot wasn’t won; the jackpot stands for 16th of March at £280 in 62 numbers or less.

Our film showing for March has been cancelled, our next cinema night is “The Choral” on 10th of April. The village hall held a very successful Jumble Sale in February, where over a 100 people attended, all money raised went to the upkeep of the village hall. Our thanks to Amanda for all her amazing effort in arranging the Jumble Sale. All left over Jumble went to Scope in Great Yarmouth.

Chairman.....

6-03-26 Parish Councillor Co-Option

RESOLVED Three application forms were received for the two Parish Council vacancies; the forms were circulated to all councillors. All three applicants attended the meeting. Mark Burgess and Mandy Goddard were co-opted onto the Council, and each signed the Declaration of Acceptance of Office at the meeting.

7-03-26 Planning Applications

- a) 2025/3853 15 Yareview Close Reedham Norfolk NR13 3SZ
Front extension.

RESOLVED The Council voted **no objection** to the planning application.

Cllr Mutton left the room for the duration of this item of business

- b) 2025/0016 (Amended) Land North of the Playing Field and West of Cliff Close Reedham Norfolk

Change of use from agricultural land to enclosed field for private dog walking

RESOLVED The Council voted **to object** to the amended planning application.

CLERK to provide a letter of objection for Council approval and then submit to Broadland DC planning.

Cllr Mutton rejoined the meeting.

8-03-26 Reedham Primary School

Cllr Hale read out an email from the Academy Head of Reedham Primary School, Beth Spaul, advising the Council that she will be leaving the school at the end of the spring term.

RESOLVED The Council voted to write a letter of thanks to Beth Spaul for her service during her time as Head.

CLERK to action.

9-03-26 To consider the following policies following review by the Staffing Committee:

These policies supersede the combined Grievance and Disciplinary Procedures and have been reviewed by the Staffing Committee with a recommendation to Full Council to approve.

- a) Disciplinary Policy

RESOLVED The new Disciplinary Policy was **approved**.

- b) Grievance Policy

RESOLVED The new Grievance Policy was **approved**.

10-03-26 To consider and approve the following updated Council Document:

- a) Biodiversity Policy

RESOLVED The updated Biodiversity Policy was **approved**.

11-03-26 To review the Grants Policy adopted for 2025/2026

The Council reviewed the 2025–26 Grants Policy and considered whether any amendments were required for 2026–27.

RESOLVED No amendments were required and the document was **approved**.

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Chairman.....

12-03-26 Staffing Committee Report

Cllr Thomas advised that the Clerk's contract is being updated to reflect current duties. This will be reviewed by the Staffing Committee before referring to Full Council for approval.

13-03-26 Woodland Walk

a) Report on progress of 2026 Restoration Project

The CLERK advised that 3 days' work has been undertaken by The Conservation Volunteers (TCV) concentrating on coppicing and bramble clearance. Coppiced wood has been used to create additional wildlife habitats in the wood. TCV will be returning in April and May to start clearance of the invasive yellow archangel, and there will also be a guided walk incorporating a botanical survey.

b) To consider delegating authority to the Clerk to manage the Woodland Walk Restoration Project 2026 within the approved budget

RESOLVED The proposal to delegate management of the Woodland Walk Restoration Project to the CLERK was **approved**.

c) To formally close the Woodland Walk Management Plan Working Group As part of the above proposal it was **agreed** to close the Working Group.

14-03-26 To consider and approve arrangements for the Annual Parish Meeting

a) Meeting Format

Cllr George suggested a new format: an informal evening session where local organisations, community groups and members of the public are invited to attend, share information, and meet with each other and the Parish Council, with tables available for groups to display their materials and for the Parish Council to also have a table.

- 5-6 pm Organisations & groups to set up information tables
- 6-7pm Open session with refreshments, chance to chat and mingle
- 7pm Annual Parish Meeting (APM) with welcome, short presentations, Q&A
- Further refreshments after APM

Publicity to include a leaflet drop at a cost of approximately £60

Cllr George left the room for the remainder of this item of business

b) Refreshments Budget

The Council were presented with 3 costed alternatives for refreshments.

RESOLVED The option for refreshments provided by the Humpty Dumpty brewery on a sale or return basis was **approved**.

CLERK to draft leaflet for approval and liaise with printers re numbers.

Cllr George rejoined the meeting

15-03-26 To consider the introduction of a trial Parish Councillor surgery / drop-in session

A Parish Council surgery/drop-in session was suggested, with a three-month trial using different time slots, including evenings and weekends. This would give members of the public an opportunity to raise questions and topics with Parish councillors directly, for consideration by Full Council where relevant.

CLERK to prepare some outline ideas on how the surgeries could be structured.

Chairman.....

The Chairman suspended Standing Order 3 (x) to conclude the business of the meeting.

16-03-26 To consider Reedham participation in The Big Broadland Litter Pick

Broadland District Council supply bags, litter picking tools and high vis vests. Saturday 18th April was agreed as the date for the litter pick.

17-03-26 To discuss the recent increase in dog fouling in the village.

An increase in dog fouling has been reported on social media and observed by the Clerk and councillors. Five additional PSPO notices were supplied free of charge by Broadland District Council. There is limited action the Parish Council can take; however, the issue will be raised with the police at the Annual Parish Meeting on 16th April.

18-03-26 To discuss any updates on the following:

a) Speed Sensor

In January the speed sensor was located on Mill Road, facing North, near the junction with Church View Close, collecting data from traffic coming towards the school. The speed limit here is 30mph. The 85th percentile was 28 mph; the average speed was 22.6 mph. The average vehicles per day was 459.

In February the speed sensor was located on Freethorpe Road near Station Drive collecting data from traffic entering the village. The speed limit here is 30mph.

The 85th percentile was 32.8 mph; the average speed was 26.9 mph. The average vehicles per day was 498.

b) Allotments

The Allotments Manager is recovering following his accident and hopes to continue his duties on the allotments as normal, with assistance available if required. Plot 13 has experienced significant flooding over the winter, which is expected to improve as conditions dry out.

19-03-26 Highways

a) Middle Hill access

Following the problem with an oil delivery in Middle Hill during the snow, Highways have replied to the Clerk's enquiry. A key for unlocking the bollards is not currently available for Parish Council or public use. Highways have suggested the Council could purchase an extra grit bin; however there is an existing bin opposite Middle Hill.

b) A47 Update

Cllr Hale attended the A47 construction progress update meeting on 25th February:

The road should be partially open from 16th March 2026 and fully open 6th May 2026. Additional works to be completed over the summer.

20-03-26 Correspondence

- a) The Parish Reports for January and February have been received and circulated to the Council.
- b) Council for the Preservation of Rural England response to the National Planning Policy Framework, circulated to the Council.

Chairman.....

21-03-26 Financial Matters

- a) The monthly Income and Expenditure report for January / February was noted, see attached.
- b) The payments made in January 2026 were confirmed by Cllr Hale.
- c) Payments presented for approval, circulated to the councillors in advance.

RESOLVED The following payments were **approved**:

Staff Payments – Retrospective paid 28 th January	£	473.74
Staff Payments – WFH Allowance – Retrospective 28 th January	£	26.00
Staff Payments – 28 th February	£	473.74
Staff Payments – WFH Allowance – 28 th February	£	26.00
First Light Flowers	£	30.00
HMRC – Quarterly Payment	£	506.63
NPTS – Councillor Training	£	96.00
Reedham Community Association – Hall Hire	£	78.00
Unity Trust – Bank Charges (December) – Retrospective paid 31 st January	£	6.00
Stephanie Shackleton – Reimburse SLCC Subs	£	160.00
Countrystyle Recycling – Riverside - Retrospective paid 10 th February	£	15.00
Countrystyle Recycling – Village Hall - Retrospective paid 10 th February	£	48.00
Earth Anchors – Memorial Bench	£	1635.60
The Conservation Volunteers – Woodland Walk Project	£	1224.00
Unity Trust – Bank Charges (January) – 28 th February	£	6.00
Stephanie Shackleton – Trophy and Notice Fixings	£	66.68
Total	£	4,871.39

- d) To review and approve Asset Register

RESOLVED The asset register for 2026-27 was **approved**.

- e) To review and approve Ear Marked Reserves for 2026-2027

RESOLVED The Ear Marked Reserves for 2026-2027 were **approved**.

- f) To appoint a signatory for the Parish Deposit Scheme Account

Cllr George was appointed as the new signatory for the Parish Deposit Scheme Account

- g) To approve 2 hours overtime for the Clerk for Sunday 11th January

RESOLVED Overtime for the Clerk was **approved**

- h) Internal Controls Check

Cllr Goddard will undertake this task

- i) To consider a donation for the Outlook Magazine

RESOLVED The Council **rejected** the proposal to make a donation for the Outlook.

Chairman.....

22-03-26 Items for the Next Agenda and Public Session

Items for the Next Agenda

None

Public

None

23-03-26 Time and Date of Next Meeting

The next scheduled meeting of Reedham Parish Council is Monday 13th April at 7.30pm in the Village Hall Lounge

The meeting finished at 22.12

Date.....

Chairman.....

REEDHAM PARISH COUNCIL

INCOME AND EXPENDITURE REPORT UNITY TRUST BANK

AS AT 27.02.2026

YEAR TO			YEAR TO		
Jan / Feb		DATE	Jan / Feb		DATE
INCOME			EXPENDITURE		
PRECEPT		24,551.00	STAFF SALARY/TAX/PENSION	980.37	6,337.24
GRANT	5,000.00	6,235.00	STATY/POST/PHONE ETC	62.00	647.22
NCC		643.80	IT/PROF/SUBS/TRAINING		1,383.60
CIL			ROOM HIRE/GRANTS	32.00	1,800.00
RECYCLE		43.91	GROUND MAINTENANCE		4,677.52
MISCELLANEOUS		360.00	VILLAGE WORK	894.65	6,471.84
BROADLAND DC		220.00	AUDIT & INSURANCE		885.50
ALLOTMENT A/C		584.50	RECYCLING	52.50	194.99
			ALLOTMENT A/C	150.00	990.88
			MISCELLANEOUS		
TOTAL	5,000.00	32,638.21	TOTAL	2,171.52	23,388.79
HMRC VAT		2,754.30	VAT	19.43	1,794.74
HMRC VAT Allotments		21.12	VAT Allotments	30.00	30.00
CASH BOOK	AT 27.02.26		BANK ACCOUNT	AT 27.02.26	
BALANCE CD/FWD	26,692.95		CURRENT ACCOUNT	29,472.00	
INCOME	5,000.00				
EXPENDITURE	(2,171.52)			29,472.00	
	29,521.43		Less unrepresented chqs		
TRANSFER	-				
Net VAT	- 49.43				
BALANCE	29,472.00		BALANCE	29,472.00	

Chairman.....

BDC PARISH DEPOSIT ACCOUNT**AS AT 27.02.2026****INCOME**

TRANSFERS

INTEREST

TOTAL

- -

EXPENDITURE

TRANSFERS

BANK CHARGES

TOTAL

- -

CASH BOOK

27.02.2026

BALANCE B/FWD

16,932.44

INCOME

EXPENDITURE

-

BALANCE

16,932.44**ACCOUNT**

27.02.2026

BDC ACCOUNT

16,932.44

16,932.44

Total Cash Assets: 46,404.44

Earmarked funds: 30,326.20

Allotment reserve 925.56

Date.....

Chairman.....