

South Walsham Parish Council Meeting

Minutes of meeting on 5th January 2026

at South Walsham Village Hall

1. ATTENDANCE

Present: Peter Crook, chair and interim clerk (PCr), Clive Grant (CG), Sue Grant (SG), Amanda Miller, Malcolm Steward (MS)

2. CLERKING

Clerk's contract terminated due to performance issues. PCr appointed interim clerk on a voluntary basis pending the recruitment of a new retained clerk.

3. DECLARATIONS OF INTEREST AND DISPENSATIONS

None.

4. MINUTES OF PREVIOUS MEETING

Minutes of meeting on 3rd November agreed and signed as a true record.

5. PUBLIC FORUM

- a. Rope across cemetery entrance from playing field needs removing. PCr to action.
- b. Darren Debbage suggested the ceramic Lacons sign retrieved from the King's Arms during demolition could be used as a feature on the new grass triangle at the junction of The Street and Burlingham Road. It was further suggested that historic pictures of the King's Arms and Tyegate Green together with a brief history could be incorporated. SG to research pictures and MS to photograph the Lacons sign with a view to further discussion at the February meeting. It was suggested support from Lacons could be available.

6. MATTERS ARISING FROM PREVIOUS MEETINGS

- a. Church lime trees – contractor surveying this week.
- b. Iron road sign remains with NCC for repair – feedback still awaited. Two 30 mph signs also awaiting replacement
- c. Burlingham Road ponds – application for a grant to refurbish submitted and decision expected next week.
- d. Churchyard lights – MS and PCr met Sue Hitchcock (PCC). Possible options for upgrading being researched by MS.

7. FINANCIAL AND ADMINISTRATIVE MATTERS

- a. AGAR (annual financial and governance review) 2024/25. The council has exempted itself from the limited assurance review. Approval agreed for AGAR form section 1, AGAR form section 2 with initialled amendments, amended public rights form, internal audit form, certificate of exemption form and approval of explanatory notes to 'No' assertions.
- b. Precept 2026/27 (charge to village council taxpayers). Since there are a number of imponderable factors in the coming year including the cost of clerking, the future of the cemetery access and alternative arrangements, it is proposed to keep the same budget as 2025/26. This enables the council to hold its precept at the same level as 2024/25 without any

increase. The council holds adequate reserves which can be drawn upon should it be considered necessary.

- c. November/December accounts – approved.
- d. Bills for payment – approved
- e. Web hosting – confirmed that the council will use NALC's posting service to save time and cost

8. VILLAGE ISSUES

- a. 'Village' sign at School Road/Acle Road junction. Replacement sign smashed off (as the previous one). Agreed not to replace.
- b. Staithe carpark trees – BDC have now completed safety work on their trees, and the PC's trees have also been attended to by the same contractor.
- c. Play equipment inspection – December inspection found more noise from the bearing on the roundabout. This will be progressed in due course – no safety issues.
- d. Churchyard/footpath maintenance. Another successful visit by a community payback team on 24th November. Four addition soakaways installed alongside areas where water pools on new path.
- e. Garden Guardian – quotation for grass and hedge maintenance in 2026 approved.
- f. Brass plaque outlining Village Green ownership by the PC approved and mounted on village sign post on Village Green.

9. Items for inclusion in the next agenda - none

Next meeting:

Monday 2nd February 2026 at 7.30pm South Walsham Village Hall

All Parish Council meeting dates, times and venues are displayed on village notice boards and website