

ASHWELLTHORPE AND FUNDENHALL PARISH COUNCIL

Draft Minutes of the meeting held on Tuesday 22nd September 2026 7:30pm at Thorpe Hall

Present: Cllr J Ives Chair, Cllr C Eastwood Vice-Chair, Cllr H Edwards, Cllr B Morris and N Bailey Parish Clerk

In attendance: District Cllr B McClenning, County Cllr M Thomas & three members of the public.

091 Apologies: Cllrs S Tyree & R Burridge – Accepted.

092 Declarations of Interest: None

093 Parish Councillor Vacancy: No nominations had been received. **Resolved** to include an item on the October agenda and to leaflet drop households. SNC had recently produced an A5 information flyer <https://www.southnorfolkandbroadland.gov.uk/council/town-parish/become-a-town-or-parish-councillor>

Public open forum: Progress on availability of the Speed Awareness Machine was queried. A request was made for the location plan / layout relating to the traffic calming measures along The Street.

County Councillors report: County Councillor Thomas gave an update and answered questions. The report was available <https://www.ashwellthorpeandfundenhall-pc.gov.uk/minutes-agendas>

Members asked Cllr Thomas for support with establishing a better bus service to Wymondham as it is the nearest key service centre.

District Councillors report: District Councillor McClenning gave an update and answered questions. The report was available <https://www.ashwellthorpeandfundenhall-pc.gov.uk/minutes-agendas>

District Councillors had been to see the Planning Compliance Manager to check on actions taken and potential enforcement steps in relation to a local alleged planning breach matter. Regular site visits were being made.

094 Resolved to approve the Minutes of the meeting held on the 28th July 2026 with one minor amendment. Min 84(b) - 20 pence correction to payment R022. They were duly signed by the Chair.

095 To consider matters arising from these minutes

- a) Precise locations for the picnic benches which incorporated one mobility space had been approved ready for installation. A co-ordinated effort would be required on delivery day and to put together the benches.
- b) The pond clearance was scheduled to take place w/c 12th October.
- c) If necessary, the cost to service a Speed Awareness Machines was £150 plus VAT. Following the Chairs visit to Police HQ, they had been to the village once to check vehicle speeds on The Street but no feedback had been received. The Parish Clerk had emailed the Beat Manager to find out who to contact to borrow the Community Speedwatch equipment.

096 Planning applications – 2026/2250 Proposed new entrance to garden from highway - The Maples Norwich Road NR16 1EL – Objection and comments sent to SNC and were now available to view online, as will be the NCC comments.

097 25/26 Parish Partnership Traffic Calming Grant and Conditions – Cost to Parish £12,500

Resolved to accept the offer and proceed with the initiative. The Chair duly signed the grant acceptance and the Clerk will send this to NCC. The second half of the precept was due on 30th September 2026 so it was resolved to release the funds then.

098 26/27 Parish Partnerships Invitation to bid

Having noted the inclusions in this year's NCC scheme, it was agreed to prioritise potential traffic calming measures on New Road. A site meeting with the Local Highway Engineer was agreed as the best way forward to scope all options and estimated costs.

099 Finance and governance

a) To note the councils financial standing & bank balance of £17,715.96 at 28th August 2026. The Bank statements were made available to check. Issues preventing payments had been fixed by Barclays and apologise sent where payments were late.

b) Local Government Pay Settlement **Resolved** to approve the 3.3% pay increase from 01st April 2026.

c) Community Infrastructure Funds **Resolved** to allocate £1,448.10 towards the cost of Traffic Calming measures – see min. 097

b) **Resolved** to query the following invoices as the heatwave meant the grass hadn't grown much during July and August. The contractor needs to provide a list of dates it was cut. The contract expires on 31st March 2027 and notice had been given.

Omache Gardens	Grounds Maintenance 4	£375.00	R032
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c) **Resolved to recommend approval of the following payments and forecasted expenditure:**

Parish Clerk	July Net Pay	£442.77	R026
Parish Clerk	August Net Pay	£442.77	R027
HMRC	Tax and NI July	£131.05	R028
HMRC	Tax and NI August	£131.05	R029
NPower	Streetlights Electricity July	£41.05 plus VAT	R030
NPower	Street Lights Electricity August	£49.22 plus VAT	R031
Parish Clerk	Mileage and Printer Ink	£84.40	R034
Parish Clerk	Postage	£1.80	R035
TTJones	Streetlight Maint. Oct, Nov, Dec	£47.19 plus VAT	R036
TTJones	Streetlight Repair	£350 plus VAT	R037
Royal British Legion	Poppy Wreaths	£38.33 plus VAT	R038

100 Review of policies:

Standing Orders - **Resolved** to approve the Norfolk ALC Model adapted for AFPC requirements.

Financial Regulations – Cllr Tyree had emailed some suggestions to incorporate mainly around Asset Planning and Financial Forecasting. These were considered and endorsed by the Parish Clerk as recommendations. Members **resolved** to approve the Norfolk ALC Model adapted for AFPC requirements with the recommended inclusions already circulated.

101 **War Memorial maintenance:** Cllr Eastwood updated with the two options of repair. Cllr Ives had emailed a Stonemason on 14th September requesting he come and look with a view to making recommendations and sending a quote. The Clerk will telephone him to chase progress.

102 **Poppy Wreaths: Resolved** to buy two for Remembrance Day on Sunday 8th November 2026

103 **Thorpe Hall Trustees Update:** Efforts were ongoing to arrange repair the tennis court fencing. Plans were in place for the annual Christmas Craft Fair in November.

104 **Road Closure Silfield Road/Station Road Wymondham 21st Sept to 27th Oct 2026** - noted

105 Items for discussion at the next meeting – None.

106 Date of next meeting – Tuesday 27th October 2026 at 7:30pm at Thorpe Hall

The meeting finished at 8:55pm