

ASHWELLTHORPE AND FUNDENHALL PARISH COUNCIL

Draft Minutes of the meeting held on Tuesday 23rd June 2026 7:30pm at St Nicholas Church

Present: Cllr J Ives Chair, Cllr C Eastwood Vice-Chair, Cllr S Tyree, Cllr H Edwards, Cllr R Eastwood and N Bailey Parish Clerk

In attendance: District Cllr B McClenning

060 Apologies: Cllr B Morris – Accepted. County Councillor Thomas

061 Declarations of Interest: None

062 Parish Councillor Vacancy – no nominations had been received. Resolved to include an item on the July agenda.

County Councillors report: County Councillor Thomas sent a written report and it was available <https://www.ashwellthorpeandfundenhall-pc.gov.uk/minutes-agendas>

District Councillors report: District Councillor McClenning gave an update and answered questions. The report was available <https://www.ashwellthorpeandfundenhall-pc.gov.uk/minutes-agendas>
An application for a grant towards picnic benches would be welcomed.

063 Resolved to approve the Minutes of the meeting held on the 26th May 2026 without amendment. They were duly signed by the Chair.

064 To consider matters arising from these minutes

a) Requirements for the External Audit had been published and emailed.

065 Planning applications – 2026/0614 Mr P Smith Location: The White Horse 51-55 The Street Ashwellthorpe NR16 1AA Proposal: Change of use from public house to residential dwelling

Resolved to recommend approval. The Parish Council further commented that, should the Planning Authority be minded to approve the proposed change of use, any permission granted should ensure that the ability to return the building to its original use is retained.

The Council also requested that any design alterations associated with the proposal be required to remain sympathetic to the existing character, form, and architectural features of the property, so as to preserve its contribution to the surrounding area.

066 War Memorial maintenance Cllrs Eastwood and Tyree to review quotes and make a recommendation at the July meeting.

067 Finance and governance

To note the councils financial standing & bank balance of £18,165.11 at 29th May 2026 and approve the following payments and forecasted expenditure:

TT Jones	Streetlight Maintenance Jul-Sep	£45.34 plus VAT	R016
HMRC	Tax / National Insurance	£131.05	R017
Parish Clerk	May Net Pay	£442.77	R018
Npower	Streetlights electricity	£45.84 plus VAT	R019
Omache Gardens	Grounds maintenence 2	£357.50 see min 69	R020

068 Resolved to approve the HMRC Travel rates from 1st April 2026

Review of the following policies was deferred following the recent change in membership to Norfolk ALC. Advice from them will ensure any recommended updates are included.

a) Standing Orders

b) Financial Regulations

c) Financial Risk Assessment

069 Village Maintenance Contract

Resolved to continue payment at £357.50 per month until the proposed 6% increase was confirmed as being part of the three-year contract instigated in September 2024.

070 Pond Clearance

Resolved to contract Omache Gardens at a fixed price of £550 subject to sending the Parish Clerk Public Liability Insurance, Method Statement, Risk Assessment and Employer H&S Policy

071 Thorpe Hall Trustees

The Tennis Court fencing still required maintenance. The Wreningham Primary School fete held at Thorpe Hall was successful.

072 Speed Awareness Machine

Volunteer co-ordination and operational support was required. The device required new batteries which could be costly, meaning without sustained volunteer assistance the expenditure wasn't viable. Other aspects such as battery charging, downloading data to share with the parish council and police, and risk assessments / H&S requirements required dedicated volunteer time. A 30mph sign was in a ditch and needed reporting.

073 Correspondence

A planning enforcement issue had been reported and a customer referred to SNC with a query over trees being removed from a domestic dwelling. An overgrown hedgerow alongside a footpath on The Street was making it narrow and had been cut back. A Neighbour Inspection to identify and report mainly highway/street furniture defects would be a straightforward approach.

074 To consider items for discussion at next meeting – None

075 Date of next meeting – Tuesday 28th July 2026 at 7:30pm St Nicholas Church, Fundenhall

The meeting finished at 8:55pm