

ASHWELLTHORPE AND FUNDENHALL PARISH COUNCIL

Draft Minutes of the Annual General meeting held on Tuesday 26th May 2026 7:30pm
at Thorpe Hall, Ashwellthorpe

Present: Cllr J Ives Chair, Cllr S Tyree, Cllr C Eastwood Vice-Chair, Cllr B Morris and N Bailey Clerk

In attendance: County Cllr M Thomas & District Cllr B McClenning

039 Cllr J Ives was elected as Chair for the municipal year

040 Apologies: Cllr H Edwards – Accepted

041 Declarations of Interest: None

042 Cllr C Eastwood was elected Vice-Chair for the municipal year.

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

County Councillors report: County Councillor Thomas introduced herself and was welcomed to her first meeting. She explained that her induction training was ongoing and ideas were shared on how best to communicate updates relevant to the Ashwellthorpe and Fundenhall area.

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

044 Resolved to approve the Minutes of the meeting held on the 28th April 2026 without amendment. They were duly signed by the Chair.

045 To consider matters arising from these minutes

- a) **War Memorial** The crack was not structural and a local stonemason had assisted with some care instructions. If desired, the memorial can be carefully cleaned to improve appearance, but equally others villages have decided to leave them.
- b) **Local Road Closures** Cllr Ives reported back on a meeting she attended 19th May at Wymondham Rugby Club re: Silfield to Wymondham underpass. Taylor Wimpey advised the road would be closed from 28th September to 3rd November 2026 with final works taking place over December 2026 with a hope to be off site by January 2027. It transpired that letters had been sent to residents of Wymondham, but not to outlying villages who relied on the road to access key services. Also road closures on the B1135 near Hethel Engineering Centre were planned for the summer holidays and a query raised as to why the installation of the roundabout system couldn't be achieved by using traffic management/lane closures instead. **Members directed the Clerk to write a letter.**

046 Planning applications – 2024/3481 Erection of 3 no. dwellings and associated landscaping, infrastructure and access. Land North of The Street Ashwellthorpe.

It was noted that the Parish Council had responded in December 2024. Further comments were made about access, the narrow footpath and drainage. It was resolved to note the application and delegate a summary of further comments to the Parish Clerk.

047 Finance and governance

To note the councils financial standing & bank balance of £20,581.41 at 30th April 2026 and approve the following payments and forecasted expenditure:

Clear Councils	Insurance	£666.44	R006
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Parish Clerk	March & April Net Pay	£749.27	R007
NPower	Streetlights electricity	£48.63 plus VAT	R008
Omach Gardens	Grounds maintenance 1	£357.50 see min 54	R009
HMRC	Tax & NI	£265.12	R010
R Goreham	Internal audit fee 25/26	£70.00	R011
Defib World	Defibrillator Parts	£136.99 plus VAT	R012
Thorpe Hall	Room hire	£80.85	R013
Clerks Expenses	Postage, stationery mileage	£54.33	R014
J Ives	Flowers, plants and postage	£108.08	R015

To approve the AGAR for financial year ending 31st March 2026 -

048 Internal Audit Report – **Resolved to approve**

049 Annual Governance Statement - **Resolved to approve**

050 Annual Accounting Statement - **Resolved to approve**

051 Bank reconciliation and CIL Balance - **Resolved to approve**

052 Explanation of Variances - **Resolved to approve**

053 To declare AFPC exempt from the External Audit requirement - **Resolved to approve**

054 Village Maintenance and proposed 6% increase from current contractor and Pond Clearance

The Parish Clerk had met a representative from the current contractor on site 30th April 2026 to better understand the requirements. An exploratory piece of pond clearance would lend itself to a half days work if approved. The request to increase charges was discussed, but it was felt that by inviting competitive pricing, a cheaper agreement for the same regime and outcome could result in budget savings.

Resolved to delegate the Parish Clerk to write and issue a contract briefing document. The fortnightly regime of Mid-March to Mid-October to remain and the pond clearance as optional.

055 Thorpe Hall Trustees

The Tennis Court fencing still required maintenance. The application to South Norfolk Council 'In Bloom' grant scheme was successful.

056 Correspondence including NCC Bus Shelter Grant Scheme – A resident had been in contact regarding the pond clearance discussed earlier and tree clearance at 38 The Street. There was no desire to consider further the offer of 80% grants towards bus shelters.

057 Parish Defibrillators

The device located at Thorpe Hall had been used on May 8th and required replacement parts.

058 To consider items for discussion at next meeting – None

059 Next meeting Tuesday 23rd June 2026 at 7:30pm St Nicholas Church, Fundenhall

The meeting finished at 9pm