

# FRETtenham PARISH COUNCIL

Clerk to the Council:

Anne Tandy

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## Parish Council Meeting Minutes

### 14<sup>th</sup> November 2025 at 7.30pm Frettenham Village Hall

**Present:** Teresa Norton (Chair), Philip Norton (Vice Chair), Shaun Catterall, Richard Fisher, Fiona Tibbitt

**Also present:** Anne Tandy, Clerk to the Council and Responsible Financial Officer

**Members of the Public:** 0

1. Welcome and apologies for absence received from Kathy Hall for personal reasons.
2. There were no declarations of interest in items on the agenda or requests for dispensations.
3. The minutes of the Parish Council meeting held on 10<sup>th</sup> October 2025 were reviewed and agreed as an accurate record of the meeting.
4. **Public Form:**
  - a. Report submitted by the County Councillor: Frettenham depot reopened this week after the rebuild so it will be back to business as usual.
  - b. No residents present.
5. **To report progress on any matters arising from the last meeting** (for information only)  
Nothing to report.
6. **Planning**  
Planning application **2025/2904**. Proposed extensions/alterations, conversion of garage to living accommodation & proposed timber fencing. At 16 Mill Road, Frettenham. Comments: No objections.
7. **Allotments**  
A report was given on matters discussed at the meeting with Wroxham Home Farm looking into the options for additional allotment plots to accommodate the growing waiting list. The Council has been offered the option of acquiring new land for allotments in exchange for the current site. Council considered this option and agreed to carry out a consultation with allotments holders and the wider community before progressing any further with this matter.
8. **Neighbourhood Plan**  
The delivery of a whole council workshop on Neighbourhood Planning with Rachel Leggett & associates at a cost of £300.00 was considered. It was agreed that this should go ahead to help to inform the Council to make a decision on whether to proceed with the Neighbourhood Plan.
9. **Reports**
  - a. No update on the village newsletter from Greg but a request has gone out for articles
  - b. There were no new updates on Highways matters. However, two potholes were mentioned and will be reported to Highways.
  - d. A report on the activities of the village hall was given by Philip.
  - e. The SAM2 Report for September 2025 was noted.

- f. The annual RoSPA Play Inspection Report was presented. The areas for repair were reviewed. A playground maintenance company to be contacted for a quote to complete the work.

#### 10. Budget 2026/27

- The projects to be included in the Parish Partnership Scheme for 2026-27 will be the Buxton Road trod path and white gates on Horstead Lane.
- The grounds maintenance quote from Norse for 2026/27 was agreed.
- The Council's budget for 2026/27 was finalised and agreed.
- The precept amount needed for 2026/27 was agreed as £17,000.00. This equates to an increase of £3.31 per year for a Band D property.

#### 11. Future for Nature Fund

- An application to the Future for Nature Fund for funding support of £5,000.00 for the Buxton Road trod path was agreed.

#### 12. Community Matters

- Options for cleaning the bus shelter on School Road will be explored by the Clerk.
- The likely dissolution of the Speed Watch group due to lack of numbers was discussed. The matter will be included in the next newsletter article and added to social media but if no-one is forthcoming the Council concur that the group will disband and the speed gun will be handed back.

#### 13. Policies

- The Allotment Risk Assessment was reviewed and agreed.
- The Community Engagement Policy was agreed for adoption.
- The adoption of a Press and Media Policy was agreed.

#### 14. Accounts

- The bank Reconciliation to 31<sup>st</sup> October 2025 was agreed. The total balance across all accounts including reserves is: £21,388.39.
- It was agreed to set up a Direct Debit for the annual Information Commissioners registration fee.
- It was proposed that delegated power be given to the Clerk to make any necessary payments in December and ratify at the January meeting. All agreed.
- The payments listed below for November 2025 was \*ratified and agreed. The online authorisers will be Teresa Norton and Shaun Catterall.

Voucher	Date	Description	Supplier	Net	VAT	Total
*260	10/10/2025	2025-26 Registration	Information Commissioner	-52.00	0.00	-52.00
*264	22/10/2025	FILCA Qualification	SLCC	-120.00	-24.00	-144.00
*265	27/10/2025	Removal of wasp nest from litter bin	MNS Pest Control	-60.00	-12.00	-72.00
*267	31/10/2025	Outstanding Registration 2024-25 payment	Information Commissioner	-52.00	0.00	-52.00
*268	31/10/2025		Norwich Print Solutions	-296.00	0.00	-296.00
269	14/11/2025	Grass cutting	Norse Eastern Ltd	-248.34	-49.67	-298.01
270	14/10/2025	Hall Hire	Frettenham Village Hall	-30.00	0.00	-30.00
271	30/11/2025	Bank Service Charge	Unity Trust Bank	-6.00	0.00	-6.00
272	28/10/2025	Clerk Salary	Anne Tandy	Redacted	Under	GDPR
273	14/10/2025	Home working/travel expenses	Anne Tandy	-39.50	0.00	-39.50
274	14/10/2025	Ink Cartridges – 40%	Anne Tandy	-28.20	0.00	-28.20
275	14/10/2025	Old Domain Renewal	123 Reg	-12.99	-2.60	-15.59

**15. Correspondence**

- Norwich Western Link – project update
- PSPO (Dog Control) Signs
- Anglian Water strategic water network programme – route planning in your area
- National Allotment Society - Eastern Region AGM
- Norfolk County Council Budget Consultation 2026-27
- Broadland District Council – Rough Sleeper Count 2025
- Norfolk County Council - Public consultation on Joint draft Supplementary Planning Documents 10/11/25-19/12/25

**16. Items for the Parish Council meeting at Frettenham Village Hall on Monday 12<sup>th</sup> January 2026 at 7.30pm. Please note the \*NEW\* day and time.**

The meeting was closed at 20:45

Signed: .....

Dated: .....

DRAFT