

# FRETtenham PARISH COUNCIL

Clerk to the Council:

Anne Tandy

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## Parish Council Meeting Minutes Monday 9<sup>th</sup> February 2026 Frettenham Village Hall

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

**Also Present:** Anne Tandy, Clerk to the Council,

### Members of Public: 1

1. Welcome. No apologies for absence required.
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 12<sup>th</sup> January 2026 were reviewed and proposed as an accurate record of the meeting. All agreed.
4. **Public Forum** (including County and District Councillor Reports)
  - a. No reports were available from the County or District Councillors
  - b. No public questions
5. **To report progress on any matters arising from the last meeting** (for information only)
  - a. Buxton Road Trod Path is back on the table and just awaiting the outcome of the National Lottery Grant application. If approved the funding will be in place and the project can proceed.
  - b. The Clerk has successfully completed the Financial Introduction to Local Council Administration.
6. **Planning**
  - a. Application [2026/0076](#): 13 Well Green, single storey rear extension with internal alterations was considered. There were no objections. All agreed.
  - b. There were no planning applications received following publication of the agenda.
7. **Neighbourhood Plan**

Following the workshop attended on 2<sup>nd</sup> February 2026, it was agreed that a neighbourhood plan would be a good idea to protect the village, especially with the call for sites in progress. It was suggested that neighbouring parishes be approached again to see if a joint plan can be arranged. The costs for a plan will be added to the 2027/28 precept.
8. **Allotments**
  - a. The ongoing issue of dog fouling on the plots has been raised again by an allotment tenant. It was proposed that options be explored once the current matters with the location of the allotment site have been resolved.
  - b. The Terms of Reference for the Allotment Committee were reviewed and agreed.
  - c. The attendance of the Clerk and Fiona Tibbitt at an Allotment Officers Forum on 9<sup>th</sup> March 2026 via Zoom was approved.

## 9. Reports

- a. An update on the village newsletter was received. The laptop used is no longer available. Council discussed possible options and will make enquires as to the best way forward.
- b. An update on Highways matters was given. Lots of potholes reported.
- d. A report on the activities of the village hall was given by Philip Norton. Big scale maintenance is needed on the ceiling and roof. It was suggested that the Committee look at applying for grants to carry out this work. The Clerk suggested that the ownership of the hall be established and is happy to meet with the Committee to discuss, before grant applications are looked into. Issues with the anti-social behaviour of the football teams has resulted in one of the two teams being asked to leave.
- e. The SAM2 Report was presented and it was noted that speed is an ongoing issue on Buxton Road. Issues of a short battery life to be investigated with Westcotec.
- f. A report on regular play area inspections was given by Philip Norton. No issues identified.

## 10. Policies

- a. The Asset Register was reviewed and agreed.
- b. A Record Management Policy was adopted.
- c. A Reserves Policy was adopted.

## 11. Accounts

- a. The bank Reconciliation to 31<sup>st</sup> January 2026 was reviewed and agreed. The total of all accounts including reserves is £18,461.75.
- b. The Clerk's attendance at the NPTS Spring Seminar at a cost of £28.00 +VAT (50%) was approved.
- c. The renewal of the Clerk's membership to the Society of Local Council Clerks £76.00 (40%) was approved.
- d. The following payments listed below for February 2026 were approved and the online authorisers were agreed as Teresa Norton and Shaun Catterall.

Voucher	Date	Supplier	Account name	Net	VAT	Total
286	09/02/2026	Anne Tandy	Home Working/Travel Expenses	-41.30	0.00	-41.30
287	09/02/2026	Anne Tandy	Stationery – ink and paper	-25.55	-5.11	-30.66
288	09/02/2026	Anne Tandy	Stationery – postage stamps	-6.96	0.00	-6.96
290	09/02/2026	Frettenham Village Hall	Village Hall Hire	-30.00	0.00	-30.00
291	09/02/2026	Wroxham Home Farms	Allotment Land Rent	-62.50	0.00	-62.50
292	09/02/2026	Rachel Leggett and Associates	Training	-306.75	0.00	-306.75
293	28/02/2026	Anne Tandy	Clerk Salary	Redacted	Under	GDPR
294	28/02/2026	Unity Trust Bank	Bank Fees	-6.00	0.00	-6.00

## 12. Correspondence

- Broadland District Council Tobacco & Vapes Business Contact Details
- Post Office Van – Unavailable 02/02/2026 – 06/02/2026
- Eastern Allotment Officers Forum – 09/03/2026

## 13. Items for the Parish Council meeting on **Monday 9<sup>th</sup> March 2026**

Meeting closed at: 20:52

Signed:.....

Dated: .....