

FRETtenham PARISH COUNCIL

Clerk to the Council:

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Parish Council Meeting Minutes

Monday 12th October 2026 at 7.30pm

Frettenham Village Hall

Present: Teresa Norton (Chair) Philip Norton (Vice Chair), Cllr Shaun Catterall, Cllr Richard Fisher, Cllr Keith Robertson

Also present: Anne Tandy, Parish Clerk

Members of the Public: 6

1. Welcome and receive apologies for absence from Fiona Tibbitt and Linda Highfield 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 14th September 2026 were 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 and District Councillors
 - b. Public participation was held during which residents raised matters regarding local turkey farm operations on Buxton Road and the recent fire at St Faiths. Infrastructure dependencies tied to planning application 20230024 were raised by the developer.
5. **Progress reported on matters arising from the last meeting** (for information only)
 - Willow Farm, Buxton Road: Council has raised this with both the planning department and Environmental Health at Broadland District Council (BDC). Council requested the Clerk make further communication with BDC regarding lack of responses to residents' enquiries. Keith Robertson shared information from Norfolk County Council Highways in relation to the apparent widening of the entrance to the farm but had not received a satisfactory response to this. Council asked the Clerk to request clarity from Highways.
 - Airfield Memorial Plaque: Philip Norton reported that the field in question no longer exists. This has been fed back to Airfields of Britain Conservation Trust and a response is awaited as to alternative arrangements.

19:49 - 3 members of the public left the meeting.

6. Planning

- a. [2026/1640](#) Planning Appeal. DCLG Reference [6016218](#), 26 Annexe Post Office Road, NR12 7AB
Comments: The appeal is based on whether the property in question has been inhabited. The applicant has submitted evidence of this which was not accepted by the planning department, so an appeal has been issued. Council did not feel they had any supporting comments they could add to the details of the appeal.

20:05 - A member of the public left.

- b. A late planning application was received following publication of the agenda. [2026/2892](#) Gas Site Harbord Road, NR12 7ND. Reserved matters application.
Comments: Turning circle outside plot 6 has been amended. Council has no objections to this.

7. Allotments

Feedback from the Allotment AGM proceeding this meeting was given.

8. Budget 2027/28

The first draft of the 2027/28 budget. Further information to be provided regarding the SAM3 before deciding whether to add to the budget. Some further figures to be adjusted for consideration at the November meeting.

20:30 – A member of the public left

9. Public Spaces Protection Order (PSPO)

- a. It was resolved to respond to the current consultation from Broadland District Council as follows:
 - i. Do you agree with the regulatory controls contained within the [existing PSPO](#)?
Current regulatory controls are agreed. No additional controls proposed to be added.
 - ii. Do you agree with the proposal to extend the existing PSPO for a further 3 years? The Council wholeheartedly supports extending the PSPO for another 3 years.

10. Meeting dates

The meeting dates for 2027 were reviewed. It was agreed to move the start times to 7.00pm. All agreed.

20:34 Meeting adjourned for a comfort break.

20:36 Meeting reconvened.

11. Reports

- a. An update on the village newsletter was given. A quote from Catton Print for 10 copies of the newsletter has been obtained. The cost is £27.00. This was agreed and the copies will be placed at the village hall and Rose and Crown Public House.
- b. An update on Highways matters was given. The following issues were reported and will be referred to Highways:
 - Hedges along Horstead Road in need of cutting back.
 - Road condition on Buxton Road at the speed signs continues to deteriorate.
 - Freydon Way footpaths are still in poor condition
 - Well Green triangle is developing subsidence along Post Office Road.
- c. A report on the activities of the village hall was given by Philip Norton. Grass cutting invoice has now been received by the Council for payment. Double gates to access the play area with the large mower is not being padlocked shut. Norse to be reminded to lock this after each use.
- d. The SAM2 Report for September was noted. Still an unacceptable number of cars exceeding 30 mph.
- e. A report on regular play area inspections and any issues identified had been submitted prior to the meeting. Options to repair or replace the safety flooring to be researched by the Clerk.

12. Accounts

- a. The bank Reconciliation to 30th September 2026 was agreed. The total balance of all accounts including reserves was: £19,490.57.
- b. The six-month budget report for 2026/27 was reviewed.
- c. The 2nd Precept Instalment of £8,500 was noted.
- d. A quote of £1,287.00 +VAT for a new bench at the bus shelter on School Road was considered. All agreed.
- e. A quote from Martyn J Green for removal of waste at the allotments is still to be received. Photographs have been requested to establish exactly what waste needs to be cleared.
- f. The following payments listed below for October 2026 were approved and ratified. It was agreed online authorisers will be Teresa Norton and Shaun Catterall.

No.	Date	Supplier	Account Name	Net	VAT	Total
356	16/09/2026	PKF Littlejohn LLP	Audit Fees	-210.00	-42.00	-252.00
358	29/09/2026	First Rescue Training and Supplies Limited	Defibrillator Maintenance	-120.00	-24.00	-144.00
371	12/10/2026	Anne Tandy	Home Working /Travel Expenses	-52.65	0.00	-52.65
372	12/10/2026	Royal British Legion	Poppy Wreath	-22.08	-4.42	-26.50
373	12/10/2026	Cartridge People	Stationery	-12.12	-2.43	-14.55
374	12/10/2026	Norse Eastern Ltd	Playing Field and Play Area Grass Cutting	-1,594.35	-318.87	-1,913.22
375	12/10/2026	Frettenham Village Hall	Village Hall Hire	-30.00	0.00	-30.00
376	07/10/2026	First Rescue Training and Supplies Limited	Defibrillator Maintenance	-73.95	-14.79	-88.74
377	28/10/2026	Anne Tandy	Clerk Salary	Redacted	Under	GDPR
370	31/10/2026	Unity Trust Bank	Bank Fees	-7.00	0.00	-7.00
379	12/10/2026	External Solutions Norfolk	Bus Shelter Maintenance	-120.00	-24.00	-144.00

13. Correspondence

- Broadland District Council:
 - Free Community Climate Action Training
 - Free NHS funding guide for Broadland Residents
 - Review of Hackney Carriage and Private Hire Policy and Conditions
 - Winter Pressures Grant 2026
 - Development Management Peer Review
- The National Allotment Society – October Newsletter

14. Items for the Parish Council meeting on **Monday 9th November 2026 at 7.30pm** **Frettenham Village Hall**

Meeting closed at 21:00

Signed:

Dated: