

FRAMINGHAM EARL PARISH COUNCIL MEETING



Minutes of the Parish Council meeting held on
Tuesday 3rd March 2026 at 7.00pm at The
Methodist Church

Present:

Cllr Dave Todd – presiding (DT), Cllr Rodney Aldis (RA), Cllr Louise Bishop (LB), Cllr Libby Cook (LC), Cllr Steven Peet (SP), Cllr Jane Walker (JW), District Cllr Nicola Fowler (NF), District Councillor Lisa Overton-Neal (LO), District Cllr John Overton (JO), County Cllr Vic Thomson (VT) and Yvonne Wonnacott – Parish Clerk (YW).

Apologies:

Cllr Trevor Spruce (TS), Jennifer Parker (JP), and Paul Stanley (PS) – Tree Wardens.

Members of the Public:

One, representative from Shotesham’s solar action group.

2025/062 Chair’s welcome (to include any apologies for absence for approval)

Chair welcomed all attendees to meeting. Apologies received and approved from Cllr Spruce, Jennifer Parker and Paul Stanley, both Tree Wardens.

2025/063 To receive declarations of interest

None.

2025/064 To approve a time limit for the meeting

All agreed to aim for meeting to finish by 8.45pm.

2025/065 To agree minutes of the Parish Council (PC) meeting held 2nd December 2025.

Cllr Bishop proposed minutes of the PC meeting held 2nd December 2025 as previously circulated to be agreed as correct, seconded by Cllr Aldis, and unanimously agreed. Minutes signed by Chair.

2025/066 Matters arising from the minutes of the PC meeting held 2nd December 2025

None.

2025/067 Adjournment for public participation

A representative from Shotesham’s Solar Action Group gave a brief presentation regarding the proposed East Pye Solar development. The presentation outlined the proposed indivisible load routes and the potential impact on surrounding villages. Meeting was advised that once East Pye submits its application, the public will have 28 days to register with the Planning Inspectorate as a Person of Interest. Registration will protect the right to object, submit comments, and be heard. The Chair thanked the representative for their presentation and attendance. The representative left the meeting at 7.18pm. A question was raised regarding

the District Council's position. District Cllr Overton-Neal advised that the District Council is currently receiving a high volume of renewable energy applications. Confirmed that the District Council acts only as a consultee in such matters and has strongly objected to several applications.

2025/068 County/District Councillors report(s)

County Cllr Thomson provided report to meeting. Key items summarised as follows.

- Mayor - If the government had stuck to the election delay, Norfolk County Council (NCC) could have signed the Mayoral Deal with the Investment Fund. Now there is an election cannot commit the next County Council to a deal until after the May election.
- Consultation closed, awaiting government decision.
- Elections:
 - o May 2026 - County Council. In place for only 2 years
 - o May 2027 - District election. In place for only 1 year
 - o May 2027 - Parish Councils
 - o May 2027 - County Shadow council. 4 years
 - o May 2026 or May 2028 - Mayoral election.
- Budget passed by full Council, 3-year settlement, however only 2 years due to future change to unitary.
- Residents can check this year's gritting routes using the online map on the council's website (<https://maps.norfolk.gov.uk/highways/maps/gritting.aspx>)
- Norfolk Trails Public Survey - The council is seeking feedback to ensure that the future of Norfolk's Trails aligns with the values and preferences of residents.
- The government has launched a major consultation on a revamped National Planning Policy Framework.
- The government has announced additional funding to bolster protection for domestic abuse victims, including almost £500 million for councils to provide safe accommodation and support services.
- DigiFest at Norfolk Libraries - Part of digital inclusion strategy with the aim of helping children develop essential skills and confidence while having fun at the same time.
- Grips, shallow drainage channels cut into edge of road/verge have been installed on Long Road.

Parish Council to check grit bin map that will be included in report and emailed to Parish Clerk is correct for Framingham Earl and advise County Cllr Thomson accordingly –

YW/DT.

District Cllr Overton provided report to meeting. Key items summarised as follows.

- Community Action Fund (CAF) grant now closed.
- Two new grants from April 2026, CAF grant and Community Facilities Grant, applications close August 2026 and grants have to be spent within 12 months.
- Upcoming gas mains replacement scheme works on The Street, Poringland, due to commence 2nd March.
- Cresta Lodge residential care home to close.

The Chair referred to correspondence received by residents from Anglian Water (AW) regarding a proposed water pipeline from Caistor St Edmunds to Raveningham. Residents who had received the letter expressed concern that they may have been "singled out," as the correspondence did not indicate whether other residents had also been contacted. Concerns were also raised about the potentially intrusive nature of any investigative works and the

possibility that the proposed pipeline could be routed through or beneath their properties. The PC had contacted AW on two occasions requesting further information that could be shared via the PC's social media channels and to enable the PC to respond appropriately to residents who had made enquiries. To date, no response had been received. District Cllr Overton agreed to provide the Parish Clerk with the contact details of the Chief Executive Officer at AW – **JO**.

Noted report previously provided by District Cllr Overton-Neal. Key items summarised as follows.

- The government has provided a clear steer that there will be a three-year financial settlement for local authorities in December 2025.
- Budget approved, balanced budget, and the Band D level of Council Tax will be increased by £5.00.
- As part of the early preparation stage of reviewing the Greater Norwich Local Plan (GNLP), the Greater Norwich authorities are opening a Call for Sites, open from 9th February 2026 to 23rd March 2026.
- Food waste trucks have been delayed; it now looks like it will start around July.
- From 27th January 2026, residents can take advantage of new bookable kerbside collection service for unwanted small electrical items and household batteries.
- South Norfolk and Broadland have been shortlisted for the Apprenticeship Advocate Award primarily for the Building Futures Project.
- South Norfolk Community Awards 2026, nominations close on 15th May 2026.
- The Great South Norfolk Litter Pick, 16th February until 31st May 2026.
- Improvements to Framingham Sports Centre, expansion of Sports Centre £5M investment.

District Cllr Fowler provided report to meeting. Key items summarised as follows.

- Danger of lithium-ion batteries (LIBs) which are being disposed of in our general waste. The batteries are found in a lot of items/gadgets that we all use on a daily basis, such as mobile phones and vapes. These items pose a significant threat to the Council staff, refuse/recycling fleet and to the Materials Recycling Facility (MRF) at Costessey.
- Following on from the Government's release of its Education White Paper, our MP Ben Goldsborough has set-up a survey for parents, teachers, and support staff across South Norfolk to have their say on the proposed changes to better support children with Special Educational Needs and Disabilities.
<https://www.surveymonkey.com/r/SouthNorfolkSENDSurvey>

The Chair raised the item of the proposed planters for the railings near the roundabout. County Cllr Thomson advised that the matter is currently with the Network Safety Manager for approval. Question was raised as to whether, if all parties agreed, a variation to the deed could be made. The County and District Councillors confirmed that this would be possible. District Cllr Overton-Neal will provide the Parish Clerk with details of the relevant Officer at the District Council who deals with Section 106 agreements and deed variations - **LO**.

County Cllr Thomson, District Cllr Overton-Neal, and District Cllr Fowler left meeting at 7.47pm.

2025/069 **Finance matters**

Expenditure for approval/to be noted

Following items of expenditure were formally noted and/or approved.

- Framingham Earl Methodist Church @ £18.00, hire of hall for November Extraordinary meeting
- HMRC, quarter 3, Parish Clerk @ £30.88
- Parish Clerk expenses, December @ £38.54, includes £3.79 VAT and £17.71 Microsoft annual subscription
- Parish Clerk expenses, January @ £28.90, includes £0.46 VAT
- Parish Clerk expenses, February @ £16.90
- Poringland and District Men's Shed @ £70.00, works on information board for The Dell
- CPRE @ £36.00, annual membership
- Reimbursement to Cllr Aldis @ £6.99, includes £1.17 VAT, post mix for post at The Dell
- Reimbursement to Cllr Todd @ £209.97, includes £35.00 VAT, pressure washer, lance & water containers. As agreed, to be funded through litter pick award.
- Parish Clerk gross pay, March & April @ £490.10 per month
- Parish Clerk pension, Norfolk Pension Fund, March @ £110.27 per month
- Parish Clerk pension, Norfolk Pension Fund, April @ £95.57 per month.

Asset register

Updated asset register approved.

Grounds maintenance contract

Noted, in response to question raised as to whether the contractor uses any weedkiller/chemicals on our contract, the contractor advised as follows.

“Yes, but not very much weedkiller. Glyphosate used through a Controlled droplet applicator CDA. This applicator uses very little chemical. Maximum of about 50ml of mixed product per year.”

Membership renewals

The following membership renewals were approved.

- Community Action Norfolk, bronze membership
- Society of Local Council Clerks (SLCC)
- Norfolk Parish Training and Support (NPTS).

Parish Clerk to renew – YW.

Charitable donations

PC to review existing policy with view to amending – SP. Parish Clerk to provide copy of NPTS template policy – YW. Item to be added to May agenda – YW.

2025/070 Planning

Applications submitted

2025/3835, Framingham Earl High School. PC responded supporting application.

2025/3986, 16 Long Road. PC responded “no comment”

2025/3955, Land East of Bungay Rd. PC submitted its concerns with regards to traffic, flooding and sewerage, schools, and NHS services. In addition, advised areas where PC would prefer any S106 or CIL money to be considered for.

Decisions

2025/1601, Framingham Earl Framingham Earl High School. Approval with Conditions (Delegated).

2025/071 Administrative updates

Governance documents

Internal control policy – Noted review undertaken, agreed to re-adopt existing policy with no amendment – **YW**.

Data protection information audit – Agreed to adopt updated audit as previously circulated with immediate effect – **YW**.

Data protection policy – Agreed to adopt updated policy as previously circulated with immediate effect – **YW**.

Privacy statement – Agreed to adopt amended statement as previously circulated with immediate effect – **YW**.

Guide to users and risk assessment of The Dell - Agreed to adopt updated policy as previously circulated with immediate effect – **YW**.

Risk assessment – Working parties at The Dell - Agreed to adopt updated policy as previously circulated with immediate effect – **YW**.

Website accessibility statement – Noted that a review and test of the website accessibility statement had been undertaken. It was agreed to re-adopt the existing statement with no amendments, apart from updating the date to February 2026.

Review of internal controls

PC reviewed internal controls, including measures to prevent and detect fraud and corruptions. Agreed internal controls that are in place are effective and meet requirements.

PC newsletter

Chair advised hopes to have draft newsletter for approval at May meeting – **DT**. Item to be added to May agenda – **YW**. Provisionally agreed following distribution.

Area 1 – Cllr Cook

Area 2 – Cllr Spruce

Area 3 – Cllr Peet

Area 4 – Cllr Walker

Area 5 – Cllr Bishop

Area 6, Outliers – Cllr Aldis

Chair to act as a float.

2025/072 Environmental matters

Biodiversity – Great Collaboration

The Great Collaboration is a national initiative and support platform that helps local communities, including parish and town councils, take practical action on environmental issues like biodiversity, climate change, carbon reduction, and nature recovery. Parish Clerk to forward the email to the full Parish Council, which includes a link to the website and toolkit for parish councils – **YW**. Agreed biodiversity article to be included in next newsletter – **RA/DT**. It was further agreed that The Dell would be added to the map within The Great Collaboration platform – **RA**. Cllr Aldis advised that DEFRA had issued a report advising that the loss of biodiversity is a national security problem.

The Dell

It was noted that, despite recent wet weather, the bottom of The Dell has not filled with water. The removal of Perspex from the information board has proved problematic. PC agreed that the matter would be investigated to determine how the Perspex can be removed without damaging the material underneath – **LC**.

Gull Lane

It was noted that Crown Point has advised they will infill the footpath entrance off Gull Lane. It was also noted that ditches along Gull Lane have been dug out by a digger.

Roundabout – planters

As discussed earlier in meeting, awaiting NCC Highways approval.

Tree Wardens and Footpath Warden reports

A parishioner had raised a request for works to be carried out on the Chestnut tree situated on the village green. The Tree Wardens subsequently inspected the tree and proposed:

- A crown lift to improve overall structure and clearance
- Tidying of growth at the base of the trunk to ensure the area remains well-maintained

PC agreed to obtain a quote for the proposed works - **YW**. It was noted that the PC understands it is not the owner of the tree or the village green. However, as the green is a village amenity, the PC could propose to the owners that the PC contributes to the cost of the works. Chair to draft a letter to the owner(s) of properties in Oakcroft Drive whose hedges back onto the footpath, requesting that the hedges be cut back, as they currently cause an obstruction to the footpath – **DT**.

Pressure washer

Noted that the Parish Council had obtained a pressure washer and water containers, funded through the litter pick award received. The pressure washer has been used on signage and the noticeboard within the parish, with excellent results achieved.

2025/073 Correspondence and consultations

Review of the Greater Norwich Local Plan – Call for sites

Noted.

Big South Norfolk Litter Pick 2026

Agreed PC to sign up, ideally litter pick to be undertaken end of March, provisional date 28th March – **LC**.

Armed Forces Day, 27th June 2026

Noted correspondence from Ben Goldsborough MP with regards to Armed Forces Day. Grant funding available, applications close 30th March 2026. Proposal raised representatives could be offered a stand at Midsummer Fair. Agreed, PC does not have resources, land, or capability to hold an event. Parish Clerk to contact Poringland Parish Council to ascertain date of Midsummer Fair – **YW**.

2025/074 Date of next meeting, Annual Parish Council meeting, 5th May 2026, and items to be considered for agenda

Noted. Councillors to notify Parish Clerk of any items for agenda – **ALL**.

2025/075 Chair's announcements / administrative updates

Social barbecue

Social barbecue to be held for PC members and family. Provisional date of 8th August at 12pm.

Framingham Earl Sports Centre

An update was provided regarding the Framingham Earl Sports Centre project. All services on site have now been located. Netting has been installed along the hedge where the new entrance will be created to prevent birds from nesting in the area. Works on site are expected to commence on 20 July, with a projected completion date of April 2027, except for the all-weather 3G football pitch, which will follow a separate timetable.

Resurfacing of Long Road footpath

Noted resurfacing/reconstruction of footpath scheduled for July 2026.

Caistor Lane development

District Cllr Overton advised that a high-pressure gas line had been identified that would run through proposed development. The Health and Safety Executive have requested certain

conditions are applied to any permission granted. The developer is having to look at redesigning site to meet these conditioners. The application could come back to Committee.

Meeting closed 8.47pm.

Minutes prepared by Yvonne Wonnacott, Parish Clerk, 05/03/26

Approved:

Date:

DRAFT