

LITTLE DUNHAM PARISH COUNCIL

Minutes of a Meeting of Little Dunham Parish Council held on Thursday 6th November 2025, at 7.30pm in the Village Hut.

Present: Cllr Simon Fowler (Chair)
Cllr Jane Harding
Cllr Alice Rossi
Cllr Nina Forsyth
Cllr Sarah Clark-Quick

One Member of the Public
Sheryl Irving (Clerk)

1. Welcome and apologies for absence.

The Chairman welcomed everyone to the meeting. Apologies received from Cllrs Walker and Macintyre were approved. Apologies were also received from County & District Cllr Mark Kiddle-Morris.

2. To receive any declarations of interest.

There were none declared.

3. To approve the minutes of the meeting held on Thursday 4th September 2025.

Cllr Harding proposed that the minutes be accepted as a true record of the meeting, this was seconded by Cllr Forsyth and unanimously agreed by Council. The Chairman duly signed the minutes.

4. Open Forum for Public Participation.

There were no matters raised.

5. County/District Councillor reports.

The County Cllr had previously circulated written reports and the county budget was highlighted by the Chairman in that there is a shortfall and there will be cutbacks but they are not likely to impact Little Dunham to any great extent.

6. To consider Highway and Footpath matters.

a) Matters previously reported to Highways and any new issues:

Council noted the following updates:

- 'Beware Children' sign near playing field, rotten post reported to Highways but does not meet intervention criteria: will be monitored.

- Cllr Forsyth will report any existing potholes to Highways.
- The Barrows Hole Lane street sign is damaged and will be reported to Breckland.

b) To receive an update regarding Footpath and Trails Cutting for 2025.

The Chairman reported that all was in good order and thanked everyone who helped to keep the public rights of way clear. An invoice will now be submitted to NCC for payment.

c) To consider speeding issues on Barrows Hole Lane, Necton Road, and other areas in the village and a possible Parish Partnership Scheme application to fund a fixed speed sign.

Council noted that the speeding issues have subsided now the road has reopened and it is not being used as a rat run. The Chairman reported that two volunteers had kindly agreed to take on the SAM II sign and this will now be moved around the village regularly on the four approved locations. That being the case it was agreed there was no need to purchase an additional speed sign. He thanked the previous volunteer for their hard work.

7. To receive an update regarding the three proposed solar farms: Newton, The Drovers & High Grove and related matters.

Council noted that both Newton and High Grove are awaiting confirmation of sub-station locations from the National Grid before submitting their applications to the Planning Inspectorate. The Drovers application will be submitted in the near future.

8. To consider Planning matters.

a) Applications to consider.

There were no applications to consider.

b) To note any planning decisions.

Council noted that the following application has been approved.

- PL/2025/1199/CLEUD – Black Swan Public House, The Street - Certificate of Lawfulness (Existing) - Use of building as a residential dwellinghouse.

c) To receive an update regarding enforcement matters.

A request for an update will be sent to Breckland.

d) To consider a response to the Breckland Local Plan consultation.

Council noted that little development was proposed for the village and no response was required.

e) To receive an update regarding the need for any Tree Protection Orders.

Council has identified a number of trees suitable for Tree Protection Orders and Cllr Fowler proposed that a letter will be sent to the relevant households to confirm support, this was seconded by Cllr Rossi and unanimously agreed by Council.

9. To receive a report regarding the Queen Elizabeth II Playing Field and Play Area.

The Chairman reported that all is in good order. The grass contractor will be reminded of the repairs required to the play surface, which had been damaged during a cut.

10. To receive a report regarding the Amenities (Conservation) area.

Council noted that some boughs which had dropped during recent high winds have been cleared up. It was hoped to arrange a working party to have a clear up in due course.

11. To receive a report regarding the Village Hut and Phone Box (and defibrillator).

The Chairman reported a request for a better light outside the front door but Council agreed there was no need as the existing was adequate. Cllr Walker has cleaned the notice board, which will need painting next year, and the defibrillator, and will fix some panels to the bottom of the phone box to stop rubbish accumulating. The dirty glass panel will be replaced. Council agreed that the code for the defib should be displayed in the phone box to stop any delays if the unit was urgently needed.

Cllr Clark-Quick reported that the recent defibrillator training session had been well attended, with fourteen residents in attendance.

Council also noted that Cllr Walker is also making repairs to the Village Hut guttering.

12. To consider the purchase of a Christmas Tree for the Village Hut, from the Village Hut Reserve Fund.

Cllr Fowler proposed a budget of £150 from the Village Hut fund for the purchase of a Christmas Tree and lights for the outside of the Village Hut, this was seconded by Cllr Harding and unanimously agreed by Council.

13. To consider a request to site a bench near woodland on Back Lane in memory of a late resident.

Council approved the request but any bench will need to be secured and made of recycled plastic, which requires no maintenance.

14. To consider any correspondence received.

- Local Bus Transport in and around Swaffham – this was noted and no action was required.

15. To note the meeting dates for 2026.

The meeting dates for 2026 were noted.

- Thursday 8th January
- Thursday 5th March
- Thursday 7th May (Annual Parish & Council Meetings)
- Thursday 2nd July
- Thursday 3rd September
- Thursday 5th November

16. Financial and Governance Matters

a) To receive a financial report for the year ending 31st March 2026.

The financial report (attached) was noted.

Council noted that the Toilet Fund is now at nearly £1,000 and Cllr Clark-Quick will liaise with Cllr Walker to consider what works can commence.

b) To approve the budget and set the precept for the year ending 31st March 2027.

Council considered the draft budget for the year ending 31st March 2027 and Cllr Fowler proposed that it be accepted and the precept set at £6,635 to keep in line with increased costs, this was seconded by Cllr Forsyth and unanimously agreed. This will be an annual increase of £4.17 for a Band D property.

c) To authorise financial payments as detailed below and note any receipts.

Cllr Rossi proposed approval of the following payments, this was seconded by Cllr Harding and unanimously agreed by Council, although it was agreed to delay the grass contractors payment until repairs had been made to the play surface. The receipts were noted.

PAYMENTS

P24A	Village Hut – Water	£6.34 (SO)
P25	Grass Contractor (2 of 4)	£598.04
P26	Grass Contractor (3 of 4)	£598.04
P27	Clerk Salary & Allowance – October	£154.35 (SO)
P27	HMRC PAYE	£36.00
P27A	Village Hut – Water	£6.34 (SO)
P31	Grass Contractor (4 of 4)	£598.04
P30	Norfolk PTS – Fund Raising Course	£48.00
P29	Village Hut – Light Fitting	£18.00
P28	Clerk Salary & Allowance – November	£154.15 (SO)
P28	HMRC PAYE	£36.20
P32	SLCC Membership	£24.70
P33	EON – Electric Village Hut	£68.81
P34	Guttering – Village Hut	£5.38

RECEIPTS

	Village Hut Donation	£55.00
	Village Hut WC Donation	£30.00
	Bank Interest	£21.92
	Village Hut Donation	£17.00
	Village Hut Donation	£29.00
	Village Hut Donation	£26.00
	Village Hut WC Donation	£25.00
	Village Hut WC Donation	£200.00
R11	Breckland Precept (2 of 2)	£3,019.00

17. To receive any new items for the next agenda.

There were no new items for the next agenda.

18. To note the next meeting of the Parish Council will be held on Thursday 8th January 2026, at 7.30pm in the Village Hut.

The date of the next meeting was noted and the Chairman closed the meeting at 8.16pm.

Signed:

Date:

LITTLE DUNHAM PARISH COUNCIL - YEAR ENDING 31ST MARCH 2026							
Financial Report - NOVEMBER 2025							
BUDGET UPDATE	Actual	Budget	To date	%	Bank Reconciliation		
	2024/25	25/26		Spend	Balance at 01.04.2025		
					8,524.14		
					Less expenditure @ 09.10.2025		
					4,801.10		
					Plus Receipts @ 09.10.2025		
					8,008.93		
PAYMENTS					<u>11,731.97</u>		
Admin	997.47	1,330	1,223.47	92%	Bank Balance at 09.10.2025		
Salary	2,063.04	2,199	1,442.84	66%	Current Account		
Village Hut	476.44	600	256.71	43%	5,141.16		
Playing Field	86.00	115	88.00	77%	Savings Account		
Open Spaces	115.00	195	0.00	0%	6,626.81		
Grass Cutting	1,916.80	2,012	1,993.48	99%	11,767.97		
Donations	200.00	200	0.00	0%	less outstanding payments		
					36.00		
TOTAL	5,854.75	6,651	5,004.50	75%	plus outstanding receipts		
					-		
					<u>11,731.97</u>		
RECEIPTS				Received	including:		
Precept	5,750.00	6,038	6,038.00	100%	S106 - Play Area		
Interest	97.57	25	43.79	175%	255.56		
Elections	500.00	240	0.00	0%	Village Hut Reserves		
Admin	-	0	39.18		1,962.92		
Recycling	113.63	100	147.89	148%	Village Hut Toilet		
					698.84		
TOTAL		6,403	6,268.86	98%	Highway Reserves		
					1,526.82		
					General Reserve		
					7,287.83		
Surplus/Deficit		-248	1,264.36				