

LITTLE DUNHAM PARISH COUNCIL

Minutes of a Meeting of Little Dunham Parish Council held on Thursday 8th January 2026, at 7.30pm in the Village Hut.

Present: Cllr Simon Fowler (Chair)
Cllr David Walker (Vice Chair)
Cllr Jane Harding
Cllr Nina Forsyth
Cllr Alice Rossi
Cllr Roy Macintyre

County & District Cllr Mark Kiddle-Morris
Five Members of the Public
Sheryl Irving (Clerk)

1. Welcome and apologies for absence.

The Chairman welcomed everyone to the meeting. Apologies received from Cllr Sarah Clarke-Quick were approved.

The Chairman then brought forward item 5, **County/District Councillors reports:**

County Cllr Kiddle-Morris reported that the elections due to be held in May this year may be cancelled by Government. The Mayoral election has been postponed until 2028. The new unitary elections will take place in 2027, with the handover taking place in 2028.

Work continues on the budget, with a need to make savings of up to £50M.

In respect of Breckland, the Local Plan Regulation 18 consultation has now finished, with the next consultation due in June/July this year. It may be that there is not enough land available to meet the housing targets set by Government. The new National Planning Policy Framework is also out for consultation.

In respect of the proposed solar farms, The Drovers has now gone for DCO approval and is moving forward.

A new scoping exercise is being carried out on the Newton site and they are yet to confirm any connection to the National Grid.

High Grove also has no confirmed connection to the Grid and are unlikely to move forward until March.

The Chairman thanked Cllr Kiddle-Morris, who then left the meeting.

2. To receive any declarations of interest.

There were none declared.

3. To approve the minutes of the meeting held on Thursday 6th November 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.

Two members of the public raised concerns in respect of the planning application for up to two dwellings on School Lane. The concerns regarded access, both for site traffic and residents, as the Lane is very narrow. Drainage and flooding will also be a problem as the area floods presently and further development will exacerbate the issue. The Chairman confirmed that Highways are unlikely to adopt School Lane as it is narrow and unmade. The Chairman thanked the members of the public and said their views will be taken into consideration when Council agreed any response to the application.

5. County/District Councillor reports.

This item had been dealt with earlier in the meeting.

6. To consider Highway and Footpath matters.

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

- The Barrows Hole Lane street sign is damaged and has been reported to Breckland.
- The Street sign, near the bus shelter, has gone missing and will be reported to Breckland.
- Cllr Forsyth will continue to report any new potholes.

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

The Chairman reported that the County Council are currently reviewing the Norfolk Trails routes and maintenance. Council agreed to continue to maintain the trails and footpaths in 2026 if the option continued to be available.

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

This matter was dealt with at item 5 above.

8. To consider Planning matters.

a) Applications to consider.

- PL/2025/1945/PIP - Woodlands, School Lane - permission in Principle for the Erection of 1-2 residential dwellings – Council noted that this was an application for permission in principle but agreed a response, as set out below, was necessary:
 - There is pollution in the drainage ditch where any foul water would drain to and a sewage treatment plant must be installed.
 - School Lane is prone to flooding and improvements need to be made by Highways to the ditch on the south side of Sporle Road, where the water drains to.
 - Where School Lane meets Sporle Road, the road needs to be upgraded to cope with construction and residential traffic.
 - A traffic management plan must be put in place during the build to allow access at all times during school run times etc.
 - Approval should only be given for up to two bungalows, to fit in with the conservation area, and materials should be brick and flint.
- Council noted that an appeal had been submitted in respect of the land adjacent to Westcliffe House, Barrows Hole Lane for Outline Planning Permission for the Erection of 4 Residential Dwellings. They agreed that Council's original comments would be considered by the Inspector and there was no need to add anything more.

b) To note any planning decisions.

There were no decisions to note.

c) To receive an update regarding enforcement matters.

There was no update in respect of enforcement matters.

d) To receive an update regarding the Breckland Local Plan.

This item had been updated at item 5 above.

e) To receive an update regarding the proposed Tree Protection Orders.

There was no update in respect of this matter.

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

Cllr Macintyre reported that all is in good order, although the play surface has not yet been repaired by the grass contractors. Cllr Macintyre has a new goal net to replace one existing and will clean the signage.

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

Council noted that all is in good order although the hedge is yet to be cut.

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

Cllr Walker reported that the light is now working in the phone box and the code for the defibrillator will be displayed. Further repairs will be carried out once the weather improves.

In respect of the Village Hut, Cllr Walker reported that a water pipe has burst in the cold and will be repaired. The guttering has now all been repaired and a new door stay will be installed.

12. To consider the grass cutting contract quote for 2026.

Council queried the need for strimming on the woodland walk and this will be monitored over the coming year, and requested strimming, rather than weed spraying, around the play equipment.

Council noted a 3% increase in the contract quote and Cllr Harding proposed approval of the quote of £2,053.32, this was seconded by Cllr Forsyth and unanimously agreed by Council.

13. To consider any correspondence received.

There was no correspondence to consider.

14. Financial and Governance Matters

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

The financial report (attached) was noted.

b) To consider approval of the following policy documents.

Cllr Fowler proposed approval of the following policy documents, this was seconded by Cllr Rossi and unanimously agreed by Council.

- Asset Register
- Financial Regulations
- Safeguarding Policy
- Risk Assessment & Management Policy
- Standing Orders
- IT Policy
- Planning Policy
- Village Hut Health & Safety Policy (including Fire Risk Assessment)

The Data Protection Policy was deferred to the next meeting.

c) To receive a report regarding the Annual Governance Statement - Assertion 10.

Council noted the new requirements under Assertion 10, which related to websites and accessibility, data protection, an IT policy and email accounts. The Clerk reported that policies and systems have been put in place and the Council can fully meet the new requirements of Assertion 10 and be able to answer YES on the Annual Governance Statement.

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

Cllr Rossi proposed approval of the following payments, this was seconded by Cllr Forsyth and unanimously agreed by Council. The receipts were noted.

PAYMENTS

P35	Water Plus – November	£6.97 (SO)
P36	Clerk Salary & Allowance – December	£154.35 (SO)
P36	HMRC PAYE	£36.00
P37	Water Plus – December	£6.34
P38	Clerk Salary & Allowance – January	£154.35 (SO)
P38	HMRC PAYE	£36.00
P39	Donation to PCC (Grass Cutting)	£200.00
P40	ICO Data Protection	£47.00 (DD)

RECEIPTS

R14	Donations – Village Hut	£65.00
R	PROW Maintenance 2025/26	£720.43
R15	Village Hut Toilet Fund	£320.00
R15	Village Hut Fund	£17.00
	Bank Interest	£19.34

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

There were no new items received for the next meeting.

16. To note the next meeting of the Parish Council will be held on Thursday 5th March 2026, at 7.30pm in the Village Hut.

The date of the next meeting was noted and the Chairman closed the meeting at 8.24pm.

Signed:

Date:

LITTLE DUNHAM PARISH COUNCIL - YEAR ENDING 31ST MARCH 2026
Financial Report - JANUARY 2026

BUDGET UPDATE	Actual 2024/25	Budget 25/26	To date	% Spend		Bank Reconciliation	
						Balance at 01.04.2025	8,524.14
						Less expenditure @ 11.12.2025	6,020.04
						Plus Receipts @ 11.12.2025	8,293.27
PAYMENTS							<u>10,797.37</u>
Admin	997.47	1,330	1,320.17	99%		Bank Balance at 11.12.2025	
Salary	2,063.04	2,199	1,803.54	82%		Current Account	4,187.22
Village Hut	476.44	600	320.55	53%		Savings Account	<u>6,646.15</u>
Playing Field	86.00	115	88.00	77%			10,833.37
Open Spaces	115.00	195	0.00	0%		less outstanding payments	36.00
Grass Cutting	1,916.80	2,012	1,993.48	99%		plus outstanding receipts	-
Donations	200.00	200	200.00	100%			<u>10,797.37</u>
TOTAL	5,854.75	6,651	5,525.74	83%		including:	
						S106 - Play Area	255.56
RECEIPTS				Received		Village Hut Reserves	1,836.84
Precept	5,750.00	6,038	6,038.00	100%		Village Hut Toilet	961.85
Interest	97.57	25	63.13	253%		Highway Reserves	1,526.82
Elections	500.00	240	0.00	0%		General Reserve	6,216.30
Admin	-	0	39.18				
Recycling	113.63	100	147.89	148%			
TOTAL		6,403	6,288.20	98%			
Surplus/Deficit		-248	762.46				