

A meeting of the Parish Council was held on Monday the 8th day of SEPTEMBER 2025 at the Royal British Legion, Long Lane – commencing 7.30 pm

COUNCILLORS PRESENT: Messrs Cole, Lambert (Vice-Chair) and Storey, Mrs Peacock, Mrs Peckham and Mrs Wilson. 2 members of the public were also in attendance.

APOLOGIES: Apologies were received from Mrs Arnold, Mrs Edwards, Mr Fenn, Mrs McGeeney, Mr Rayner (Chair) and Ms Quamina (Community Relations Advisor, RAF Lakenheath)

Chair asked if anyone was recording the meeting and Mr Cole replied that he was. All present consented to be recorded.

DECLARATIONS OF INTEREST: There were no declarations of interest.

MINUTES OF THE LAST PARISH COUNCIL MEETING: Minutes of the last Parish Council meeting were approved. Mrs Peckham proposed, Mr Cole seconded, 2 in favour. Mrs Peacock and Mrs Wilson abstained having not been present.

PUBLIC SPEAKING: No matters were raised by the public.

MATTERS ARISING

1. RAF Feltwell – Clerk read Ms Quamina’s report. 494th Fighter Sqn has returned but 495th is still deployed in support of ongoing US operations. Apologies were sent for disturbance caused by the Combat Readiness Exercise 25-28th August. Clerk said only one complaint was received which she had forwarded to Ms Quamina. The Wing will be taking part in NATO Exercise COBRA Warrior 15-26th September, hosting aircraft from other NATO nations. The Chair and Mrs Wilson will attend the annual Civic Leaders Tour on 17th September. Ms Quamina had advised the Clerk that the map had depicted Mr Storey’s land as a ‘Riverside Dog Walk’ for illustration purposes and had only been shared with the Parish Council. Mr Storey said he would be speaking to her peers.

2. Risk Assessment – **Weekly:** Mrs Peckham, Mrs Wilson and the Clerk had assessed the damaged surfacing underneath the Cantilever swing and whilst there had noticed shedding in other areas. Clerk was awaiting Online Playgrounds response following their assessment. Clerk and Mrs Wilson will meet the Handyman to go through the annual inspection report. Mrs Peckham said there was a lot of algae on the play equipment therefore Mrs Wilson proposed accepting Mr Sparkle’s quote of £170 to deep clean all play equipment and £50 to clean the park benches, Mr Cole seconded, all in favour.

3. Balance Sheet – No queries.

4. Allotment Pest Control – Clerk was awaiting a response from Command as to why they had not yet installed any bait boxes. Mr Storey said a stern letter should be sent before the vermin situation worsened. Clerk to contact Command.

5. NALC – Weekly updates. Clerk highlighted BCKLWN’s briefing session being held at Lynnsport on 11/9/25 regarding devolution and local government reorganisation in Norfolk, and their proposal for a three unitary authority.

6. Playing Field Boundary Wall – Wall is deteriorating but the fencing is keeping the area safe. Continue to monitor.

7. Highways – **2 Oak Street:** Widening scheme ongoing. **Bell Street Parking:** Clerk read the unnecessarily rude response from the Audi owner which stated that in return for moving the vehicle, he expected owners of other vehicles parked on grassed areas to be contacted as well. Mrs Peckham

MATTERS ARISING (CONT)

proposed replying that the request was purely for his vehicle to be moved whilst grass cutting was taking place and that if he could furnish the Council with details of other vehicles parked long term on grassed areas then the Clerk would write to their owners as well, if she hadn't already, Mrs Wilson seconded, three in favour, Mr Storey voted against and felt the Chair should visit the resident. **Weed Spraying:** Highways will assess Hill Street when next in the village and Clerk will request other areas such as Oak Street, Bell Street and St Mary's Street are also assessed. Mr Storey will also speak to Highways. **White Lining:** Clerk had received no response to her enquiry as to why areas such as The Beck, Oak Street and Paynes Lane junctions had not been white-lined. Road markings outside Mulberry Close also need refreshing. Mr Storey will take this up with Highways. **Mulberry Close Pavements:** Clerk said Highways were unable to give a timescale for the urgent pavement repair and the Clean Up team will assess pavements belonging to the Borough Council.

8. Overhanging Greenery – 50 Wilton Road: There was no stipulation in the title deeds permitting the hedge to grow over the boundary to protect the resident and it could clearly be seen from the title plan that the hedge was over the side and front boundary. Clerk to request Highways take prompt action. **Long Lane:** Developers said their landscaper had been delayed but this job is next on their list. **Addisons Close:** Clerk has yet to receive a response from Freebridge re the pavements. Clerk said the Chair was still waiting to hear from Ms Quamina whether Base personnel could assist residents unable to undertake this work. **Falcon Road:** Clerk read an email from residents at 9 Falcon Road stating that they would shortly be undertaking their hedge cut. Resident at 7 Falcon Road had advised she was disabled and unable to cut her hedge. Mr Storey said he could help with this but the Handyman would have to clear the prunings. Mrs Peckham suggested waiting until the residents at 9 Falcon Road had cut theirs to determine exactly what needed doing. All agreed.

9. SAM2 Data – Clerk said Chair would collect and circulate data on return from his holiday.

10. Iron Bridge & Track – Anchor Ward – Clerk read Terry Jermy MP's response which reiterated NCC's stance that they would not pay for the upkeep of what is essentially a privately-owned highway. If he is available to attend the Highway Safety Team's visit mentioned in Items 13 and 25 then he will view the bridge and track as well. Clerk had asked him to contact the residents about this matter so they can put their case forward.

11. Empty Freebridge Houses – Still no response from Terry Jermy MP re 21 Methwold Road but Clerk will continue to pursue with Freebridge.

12. Street Light Bracket Survey & Electrical Inspection, Testing and Certification – Clerk circulated structural report from Frith Blake Consultants. Most of the columns are in reasonable condition with no significant defects. Some of the precast concrete columns have had the concrete lamp arms replaced with galvanised steel and Columns 9050, 9062 and 9063 had been poorly fitted with a significant gap between the steel and concrete which seemed to have been crudely filled using timber batten. If the head is allowed to move against the concrete column (during a storm) then it could cause damage. These need to be monitored again in three years. Clerk said T T Jones had fitted these galvanised steel adaptors back in 2019 due to the original aged concrete columns being top entry meaning the LED lanterns could not be directly fitted and the Council paid £95 + VAT for each one. Mrs Wilson proposed contacting T T Jones regarding this, Mr Cole seconded, all in favour. Mrs Peckham suggested asking K&M for their thoughts also. Column 9055 outside 20 Nightingale Lane has a crack at the head of the column and needs monitoring every six months with a view to replacing in two years and the remote column at Corkway Drove has a reasonable lean, as do all the telegraph poles in this area, and the movement should be monitored annually. Clerk to request K&M undertake the monitoring of these two posts.

MATTERS ARISING (CONT)

13. Change of Priority at Long Lane and Short Beck – Clerk furnished Terry Jermy MP with an update on this matter and said he had contacted Andy Wallace as he would also like to be included in the Network Safety Team’s visit. Clerk had received an email from Andy Wallace earlier in the day stating he had always intended to invite a Parish Council representative to the meeting and he would advise her of the date when confirmed.
14. Tree – Clerk said the Chair had not yet met with the owner of 28 Lodge Road but he thought the Council should write to them requesting the bush is cut back from the street light column. Councillors felt the Chair should pay the owner a visit in the first instance.
15. To Consider Request for New Street Light in Mulberry Close – Clerk had received confirmation from Freebridge that they had furnished the resident with their stance on installing a street light. She had provided Terry Jermy MP with an update upon his request and informed him that the resident no longer wished to pursue the matter due to personal reasons and lack of support from the MP. The resident had then contacted her on 3rd September requesting UKPN’S quote as the MP was still working on the case. Mrs Wilson felt the MP should contact the Parish Council directly for this information.
16. Land Behind Feltwell Surgery – Ongoing. Mr Lambert was liaising with Mr Hawkins on this matter as a good part of the template was not necessary.
17. Changing Rooms – Mrs Peckham and Chair to meet with heating engineer to discuss options.
18. Climbing Wall Opportunity – Clerk said the application had been successful and Finding Fitness had given an installation date of 5th November. Playing Field Committee to decide where the Climbing Wall and Target Trainer would be best situated.
19. Cllr Martin Storey Report – Mr Storey said local government reorganisation continued to be the main topic as each Council’s decision had to be submitted to the Government by 26th Sept. NCC favoured a single unitary council whereas BCKLWN preferred a three-tier. Norfolk residents’ views were of the utmost importance and he encouraged everyone to respond to the Government’s consultation and attend the briefing session at Lynnsport on 11th Sept. He said NCC had been ranked 3rd for climate action by Climate Emergency UK amongst all county councils. He reminded everyone of available funding avenues via his Members Budget and Community funds. All information can be found on the NCC and BC websites.
20. Review Financial Regulations – To be discussed at an Extraordinary Meeting on 22nd Sept.
21. Tree Survey – Clerk said K C Peckham will undertake the tree work mid-September and remove the branch hanging in the tree on the grassed area opposite the Chequers.
22. Audit – Approve Accounts – External Audit has been completed with no issues. There is a mandatory change within the Practitioners Guide for 2025/26 which relates to an additional assertion - Assertion 10 - regarding email management, websites, compliance with both GDPR 2016 and DPA 2018, and the requirement to have an IT Policy in place (see Item 28).
23. New Funding Initiative to Support Bus Shelter Installations Across Norfolk – Handyman felt the two large panels could be removed from Lodge Road bus shelter but he would need help to dispose of them as each one was 5ft x 6.5ft. Mr Lambert said he would assist. Clerk to advise Handyman.

MATTERS ARISING (CONT)

24. Request to Re-Design Falcon Road Playing Field Entrance – Clerk read quotations from Lee Palmer, J M Harris Landscaping and D M Mayes. Mr Storey proposed accepting D M Mayes quote of £100 to remove the gate posts, filling holes in with cold lay tarmac and whacking down, Mrs Wilson seconded, all in favour. Clerk to ask Handyman to fit a rubber sleeve as a buffer after a complaint was received about the loud slamming noise.

25. Hill Street with St Mary's/The Beck Junction Enquiry – Clerk said Terry Jermy MP had discussed this with Andy Wallace and both will visit the junction with the Highways Safety Team on the same date as the Short Beck visit (Item 13). Date to be confirmed.

26. Parish Partnership Scheme 2025/26 – Vice-Chair asked Councillors to put forward any suggestions at the next meeting in order to meet the application deadline of 1/12/25.

27. Request for Changing Room Items (Mirror & Sanitary Bin) – Quote from Norfolk Washrooms for three bins was £390 + VAT per annum (£130 each). Mrs Peckham felt only one was needed for the Ladies toilets as a sign could be put on the door to illustrate the bin was in the other toilet. Clerk to obtain quote for two bins. Mrs Wilson felt a mirror was needed in the Ladies toilets having had another request for one at the village fete. She said Feltwell Community Group would be happy to purchase it if the Handyman could install. Mr Storey thought this was very kind and proposed FCG purchase a mirror and Handyman to install, Mrs Peacock seconded, all in favour.

28. Review and Adoption of NALC IT Policy – Clerk said she and the Chair had reviewed the policy and felt it met the Practitioners Guide Assertion 10 requirement (Item 22). Mr Cole proposed adopting NALC's IT Policy, Mr Storey seconded, all in favour.

29. Lodge Road Junction – Clerk had contacted Jay Moorse to ask if the desktop assessment by the road safety team had been undertaken but had no response as yet. Mr Lambert felt cutting the verges would make a huge difference.

30. Request from Feltwell United FC – Clerk said R H Hamill's quote to spike, comb and lightly roll the football pitch was £260 + VAT. Mr Storey proposed accepting the quotation, Mrs Wilson seconded, 3 in favour, Mrs Peckham abstained.

31. Remembrance Sunday 9/11/25 – Chair had informed the Clerk that there would be no charge for road closures but it was a legality to have an appointed official and signs/cones. He had obtained a price from Phoenix Events of £133 + VAT for an official and £55 + VAT for signs/cones. Mr Storey could not see the need for an official and said he would be happy to direct the traffic. Mrs Peacock had concerns about safety but Mr Storey felt common sense should prevail. He asked the Clerk to contact other Clerks to ascertain if their councils paid for this.

32. Boundary Query re Munsons Lane – Clerk had received an enquiry from a St Nicholas Drive resident regarding her boundary with Munsons Lane which she had forwarded to Mr Lambert. Mr Lambert said the resident's hedge line was her boundary and anything the other side was Munsons Lane which is an 'Occupier's Drove' belonging to the village and set out in the Inclosure Act 1813. Mr Lambert will meet with the resident to explain.

33. Request from Caring Together Charity re Carers Money Matters Roadshow – The roadshow will visit the village on 10th Sept and set up on the playing field car park. Clerk has advertised the event on Facebook and displayed posters.

MATTERS ARISING (CONT)

34. Request from BCKLWN re Beat Your Bills Roadshow – Clerk had been contacted by Jacob Medlock regarding holding an event again this year. Mrs Wilson said she would be happy to organise this and had already contacted Age UK. Clerk will also invite the Caring Together Charity.
35. Reappraisal of Clerk's Job Description – Clerk to obtain details from NALC.

CORRESPONDENCE

36. BCKLWN - Emails - Weekly Planning Applications & Decisions; 'Your News'; Tony Yates - Register of Electors Update; Jacob Medlock Warm Homes: Local Grant and 'Beat Your Bills'; PCC visit to Marshland St James 3/9/25; Future Norfolk: Town & Parish Council Briefing 11/9/25
37. NCC – Emails - Norfolk Community Biodiversity Awards deadline 5/9/25. **Road Closures:** Sedge Fen Road, Southery 15-19/9/25 for carriageway repairs, drainage works and reinstatement of access points.
38. RAF Lakenheath - Emails - Explosive Training at RAF Feltwell 21/8/25, 9am-3 pm, 6 shots; Community Advisory re Combat Readiness Exercise 25-29/8/25
39. Rural Services Network - Email – Bulletins
40. TWR Accountants - Email - September Tax Tips
41. Barclays Bank – Letter – BSA interest rate decreasing to 1.1% as of 11/11/25
42. Community Action Norfolk - Email - Empowering Communities Newsletter
43. ElectRoad – Email - Eco EV Charge Points - Powering Your Towns' Future
44. Creative Play – Email – Promotion of playground equipment
45. Brochures - Parish Magazine, Clerks & Councils
46. **CHEQUES/PAYMENTS** – Mrs Wilson proposed approving the payments, Mrs Peacock seconded, all in favour. Payments were approved and cheques signed for J Martin £139.56, S Sargent £105.00, D Wilkinson £128.21, R H Landscapes £936.00, PKF Littlejohn £504.00. Direct Debits to Biffa £199.37, BCKLWN £237.27, British Gas £54.92, Vodafone £31.14. Standing Orders to K&M Lighting £104.80, J Martin £1111.85. Barclays Standing Order Amendment Form signed to reflect the increase in K&M Lighting's standing order.

ANY OTHER BUSINESS

47. Highways – Concerns were raised again regarding the dangerous condition of Southery Road, overgrowing Buddleia bush on Short Beck and brambles opposite the School need cutting back. The Give Way sign is missing from its post at the Long Lane junction. Clerk to contact Highways.
48. Funfair – Clerk said Grey's Funfair would like to visit the village week commencing 13th Oct. Mrs Peckham said they had twice been told they could not visit after 1st Sept when the football season started and felt strongly that they should not come.
49. Zurich Insurance – Clerk is trying to ascertain why the renewal quote for the third year is £2177.05, an increase of nearly £600 on last year.
50. Feltwell United U16 Team – Clerk had been informed the team had folded due to lack of players.

The next meeting is to be held on Monday 13th October 2025 at the British Legion at 7.30 pm.
Meeting declared closed 9.40 pm.