

MINUTE 1925

A meeting of the Parish Council was held on Monday the 13th day of OCTOBER 2025 at the Royal British Legion, Long Lane – commencing 7.30 pm

COUNCILLORS PRESENT: Messrs Cole, Fenn, Lambert (Vice-Chair), Rayner (Chair) and Storey, Mrs Edwards, Mrs McGeeney, Mrs Peacock, Mrs Peckham and Mrs Wilson. Ms Quamina (Community Relations Advisor, RAF Lakenheath) was also in attendance.

APOLOGIES: Apologies were received from Mrs Arnold.

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. Mr Cole proposed, Mrs Peacock seconded, 4 in favour, Mrs Edwards, Mr Fenn, Mrs McGeeney and Mr Rayner abstained having not been present.

MINUTES OF THE EXTRAORDINARY PARISH COUNCIL MEETING HELD 22ND SEPTEMBER 2025: Minutes of the Extraordinary Parish Council meeting were approved. Mr Cole proposed, Mr Lambert seconded, 6 in favour, Mrs Edwards and Mrs Wilson abstained having not been present.

PUBLIC SPEAKING: No members of the public were present.

MATTERS ARISING

1. **RAF Feltwell** – Ms Quamina said 30 guests attended the Civic Leaders Tour which the Chair said had been very informative. Members of the Airmen Leadership School at RAF Feltwell recently volunteered their spare time to help clean up St Mary's Churchyard. Sgt Samantha Ballard of Detachment 4, Space Force RAF Feltwell is delighted to be representing USAF for Feltwell's Remembrance Sunday. New email for drone flight requests. 494th and 493rd Sqns have returned safely from recent deployments. USVF Security Forces are working with Suffolk Police to clamp down on unroadworthy vehicles. The Communications Sqn have been carrying out maintenance work following complaints of white noise emitting from the speakers during the Combat Readiness Exercise. An EOD visit is tentatively being looked at for February 2026 for up to 20 people to attend. Mrs Peckham asked if there was an update following a recent incident involving an American allowing his wife's assistance dog to run loose on the playing field which the Clerk had reported. Ms Quamina said the individuals had not been tracked down yet but if they were traced, they would be told this was strictly prohibited. Ms Quamina departed the meeting at 7.40 pm.

2. **Risk Assessment** – **Weekly:** No issues reported. **Other:** Cantilever surfacing has been repaired under warranty by Online Playgrounds. They believe shedding in other areas is due to grass dying in dry conditions but the integrity of the surface is still good. Play equipment and benches were deep cleaned by Mr Sparkle. Mrs Peckham said three external red lights above the kitchen and toilet doors of the Changing Rooms had been on constantly for months. Chair will report this.

3. **Balance Sheet** – No queries.

4. **Allotment Pest Control** – Command's initial visit was 18th September when 20 bait boxes were placed around the allotments as detailed on the map supplied. Mr Fenn said they had also been on site late afternoon today. Report folder is currently being kept in Mr Cole's partner's polytunnel as it needs to be accessible to the contractors whilst on site and Mr Cole had brought the report to the meeting. Mr Storey said the bait boxes should be checked to ensure they were in situ as per the map and both Mr Cole and Mr Fenn were happy to check this.

P.T.O.

MATTERS ARISING (CONT)

5. NALC – Weekly updates circulated.

6. Playing Field Boundary Wall – Mrs Peckham had recently noticed repairs had been made to the wall and the Heras fencing, placed around the stump by the owners, was leaning against the Council's green fencing. All agreed that the green fencing should remain in situ to prevent damage to the wall and Mrs Peckham suggested weedkilling the area within it again to keep it clean. Mr Cole will tend to this. Mr Fenn said it was good that the owners had admitted liability by doing this. Chair said photos of the repair should be taken as a record. Clerk to write to the owners to acknowledge the repair work and ask their intentions with the Heras fencing.

7. Highways – **2 Oak Street:** Widening scheme ongoing (2026/27). **Bell Street Parking:** Clerk had written back to the Audi owner but no response was received. **Weed Spraying:** No update. **White Lining:** Clerk said she had chased Andy Wallace twice and he had replied earlier in the day stating that he would ask Dan Jordan to chase the contractor on his return from leave. Mr Storey said lining had also been missed on main roads, such as the A10, for which there was no excuse. **Mulberry Close Pavements:** Clerk said she had had to chase Andy Wallace about this matter as well and he finally advised the work was with the contractor and should be completed by 21st October. She had also chased the Borough Council for their pavement assessment results but had had no response yet. **Southery Road:** Clerk had reported again to Highways and sent over photos. They had attended the same day but both she and Mr Storey felt repairs were not adequate, particularly as the Wissington Campaign was about to start. Mr Storey will put pressure on Highways to make further repairs. **Rangers:** Clerk said Rangers were back in force so she had reported several matters to them via the NCC website. **Other:** Mr Storey said it was not good enough that the Clerk had to be keep chasing Highways and suggested bringing this to the attention of Graham Plant, an NCC cabinet member.

8. Overhanging Greenery – **50 Wilton Road:** No update from Highways despite chasing Andy Wallace twice and then 7contacting Jay Moorese. **Long Lane:** Clerk had chased Hemingford only to be advised they no longer owned the site near the Chinese therefore the greenery was no longer their responsibility. Mrs Peckham said this was not good enough as this matter had been brought to their attention months ago and Hemingford have shown lack of competence in dealing with it. Clerk to complain to Hemingford and ask for the new owner's contact details. **Addisons Close:** Clerk said Freebridge had requested details of properties whose greenery had grown over the pavements which Chair replied were 10, 27, 32 and 33. Clerk to advise Freebridge. Ms Quamina had informed the Chair of her belief that Base personnel could not tend to work on private properties but would make enquiries. **Falcon Road:** Clerk said hedges had been cut at both properties.

9. SAM2 Data – Chair gave an account of SAM2 data collected over a four week period:- 26814 vehicles drove past The Beck SAM2 (20 mph zone), highest speed recorded was 65 mph at 6.30 pm on 25th July and average speed recorded was 23.4 mph. 10220 vehicles drove past Hythe Road SAM2 (30 mph zone), highest recorded was 45 mph at 10.35 am on 17th July and average speed recorded was 24.5 mph. Clerk said she had received a complaint regarding speeding along Wilton Road and Chair said he felt another static speed sign should be installed along this road as it was one of the worst areas for speeding in the village.

10. Iron Bridge & Track – Anchor Ward – Clerk had received no update from Terry Jermy MP but Mr Fenn said he had travelled along here six weeks ago and repairs had been made resulting in a vast improvement. Clerk had not heard from the residents so this matter will now be closed.

11. Empty Freebridge Houses – Clerk had still not heard from Terry Jermy MP or Freebridge re 21 Old Methwold Road but will continue to pursue.

MATTERS ARISING

12. Street Light Bracket Survey & Electrical Inspection, Testing and Certification – Clerk said T T Jones had accepted responsibility, confirming all three units had been fitted with incorrect equipment which they would rectify asap. K&M will monitor the crack in column 9055 outside 20 Nightingale Lane every six months and annually check the leaning column at Corkway Drove.
13. Change of Priority at Long Lane and Short Beck – Clerk had chased both Terry Jermy MP and Andy Wallace for a date for the Network Safety Team's visit. She had heard nothing from Mr Jermy but Andy Wallace had replied earlier this afternoon and hoped to have a date this week.
14. Tree (Bush Obscuring Street Light) – Chair had met with the owner of 28 Lodge Road who was not willing to do anything about it but had given the Council permission to cut the ivy. He suggested the Handyman cut it around the base of the column to kill it and K&M remove all the greenery around the lantern. Clerk to speak to the Handyman and contact K&M.
15. To Consider Request for New Street Light in Mulberry Close – Clerk said Roger Atterwill was surprised to learn the resident had retracted his request for a new streetlight and asked for an update on this situation, stating that both he and Mr Jermy felt a street light was necessary in that location for the safety and peace of mind of the residents. He had then enquired if solar street light prices had been obtained and requested a breakdown of the total project costs. Chair said that enough of the Clerk's time had been spent on this matter and Mr Fenn concluded that ultimately the Parish Council was not responsible for the health and safety of every resident in the village. All agreed.
16. Land Behind Feltwell Surgery – After finally receiving the deed of Grant of Easement from Marcus Hawkins, Mr Lambert had delivered it to the Clerk on 2nd October who had subsequently hand-delivered it to Feltwell Surgery the next day. The Practice Manager was on leave until 13th November but the Clerk had asked her to give this matter her immediate attention on her return as the lease expired 6th October.
17. Changing Rooms – Ongoing.
18. Climbing Wall Opportunity – Clerk and Mrs Peckham had determined suitable locations for the Climbing Wall and Target Trainer. New installation dates are 4th and 6th November. Mr Storey acknowledged and thanked those who had achieved the funding and said Feltwell Playing Field was often mentioned amongst other Parish Councils as being extremely well equipped and was regularly visited by families outside of Feltwell.
19. Cllr Martin Storey Report – Mr Storey said the main topic was still local government reorganisation and NCC and BCKLWN had submitted their decisions to the Government. He emphasised the importance of Norfolk residents having their say by completing the Government's consultation by end November. Election for a new Mayor for Norfolk and Suffolk will take place May 2026 which will coincide with NCC elections; NCC won't be disbanded until after this date and the BCKLWN may exist for another two years. In other news, a few weeks ago a 9 km stretch of road on the A1066 outside Thetford had been resurfaced in just five hours by a machine which repaired potholes whilst doing so. It is the largest area of highway ever to have been repaired in the same shift under a road closure. It is on trial but costs £3.7m so will save time and money, and also reduce the carbon footprint to 5.8 tonnes. All information is on the NCC and BC websites.
20. Review Financial Regulations – Reviewed at the Extraordinary Meeting held 22nd September. Mr Lambert proposed adopting the new Financial Regulations as per the amendments, Mrs McGeeney seconded, all in favour. Clerk to furnish Councillors with a new copy and update the website. Mrs Peacock to carry out the six-monthly internal control check in October.
21. Tree Survey – Clerk said K C Peckham had undertaken all tree work on 18th September.

MATTERS ARISING (CONT)

22. Audit – Approve Accounts – Clerk displayed the “Notice of Conclusion of Audit” on the noticeboard and website on 1st September. The previous statute for the length of time for publication used to be 14 days but was now the decision of the Parish Council. All agreed for the Notice to be displayed for 14 days so Clerk will now remove.

23. New Funding Initiative to Support Bus Shelter Installations Across Norfolk – Handyman removed the two large panels from Lodge Road bus shelter on 30th September with assistance from Mr Lambert. They removed the frames as well to eradicate the trip hazard.

24. Request to Re-Design Falcon Road Playing Field Entrance – Clerk said D M Mayes hoped to undertake the work this week. Handyman has fitted a rubber sleeve to the gate to eliminate the loud banging noise when closed.

25. Hill Street with St Mary’s/The Beck Junction Enquiry – Clerk had received no update from Terry Jermy MP but Andy Wallace replied earlier in the day that he hoped to have a date this week.

26. Parish Partnership Scheme 2025/26 – Clerk to investigate prices for a solar speed sign for Wilton Road as mentioned in Item 9. This could be part-funded by the Parish Partnership Scheme and Mr Storey said his Community budget could also be used.

27. Request for Changing Room Items (Mirror & Sanitary Bin) – Quote from Norfolk Washrooms to place and service two bins was £130 + VAT each per annum. Mr Lambert proposed accepting this quotation, Mrs McGeeney seconded, all in favour. Mrs Wilson said she and the Clerk would meet to look at the available space for a mirror and order one to suit.

28. Lodge Road Junction – Clerk had not heard if the desktop assessment had been carried out by the Road Safety team despite chasing Jay Moore twice for an answer. Mr Lambert said the verges had been cut which greatly improved visibility at this junction.

29. Request from Feltwell United FC – Clerk said R H Hamill will spike, comb and roll the football pitch using the team’s roller (which is slightly heavier) in November when the ground is softer.

30. Remembrance Sunday 9/11/25 – Clerk had received varying responses from other Clerks as to whether their Councils appointed officials to oversee road closures. Chair said the stipulation from NCC and the Police was that a lay person cannot oversee them. Mrs Peckham proposed accepting the quotation of £188 + VAT from Phoenix Events to provide an official and cones/signs, Mr Lambert seconded, all in favour. Mr Lambert said road closures should be considered when revamping the War Memorial Garden as if designed correctly, the parade could take place in the Churchyard, thus eliminating the need.

31. Request from BCKLWN re Beat Your Bills Roadshow – Mrs Wilson said a date of 7th January 2026 had been set for the event which would take place in St Mary’s Church again to coincide with their coffee morning. Other organisations to be invited as per last year.

32. Reappraisal of Clerk’s Job Description – Extraordinary Meeting to be scheduled to discuss this.

33. Zurich Insurance – Clerk said the rise in premium had been due to four recent claims since 2020; three property-based and one through public liability. Agreed to renew with Zurich at £2177.05.

34. Matters Arising from Extraordinary Meeting – **Financial Regulations:** See Item 20. **Oak Street Junction:** Mr Storey proposed writing to the owner of the vehicle which was parked too close to the junction to politely request they either park on their driveway or further back from the

MATTERS ARISING (CONT)

junction, Mr Lambert seconded, all in favour. Clerk to write to vehicle owner. **Trod:** Mrs Peckham proposed writing to BCKLWN Planning to obtain confirmation that the planning condition to build a trod before the properties on Long Lane are inhabited was being adhered to, Mr Cole seconded, 7 in favour, Mr Storey abstained. Clerk to write to Planning Officer.

45. Purchase of New Printer – Clerk had requested to purchase a Xerox C325 printer at £271.42 + VAT since it was cheaper than replacing the spent imaging unit on her existing printer which was over £300. 8 Councillors had been in favour therefore Clerk had purchased the Xerox C325 printer. Mrs McGeeney proposed ratifying this cost, Mrs Edwards seconded, all in favour.

46. Sir Edmund de Moundeford Trust Renewal - Clerk said two Parish Council positions on the Trust, currently held by Mrs Peckham and the Chair, expire in November 2025. Both Mrs Peckham and the Chair said they were happy to continue as Trustees. Mr Cole proposed Mrs Peckham and the Chair renew their positions as Trustees for another four years, Mr Fenn seconded, 3 in favour, Mr Lambert, Mrs McGeeney and Mr Storey abstained as trustees. Clerk to advise Mr Hawkins.

47. Street Light Energy Supply – Clerk read quotations for 1, 2 and 3-year contracts from SSE Energy, NEPO Energy and Cardinal Energy (both brokers). Mr Lambert proposed accepting SSE's quotation for £26.51/kWh and standing charge of £150.12p/day less a 5% discount for paying by direct debit, Mr Storey seconded, all in favour.

48. Replacement Flagpole and Flag for Memorial Garden – Chair said he wished to park this for now as he had not yet managed to obtain prices.

49. Review Privacy Policy – This was reviewed following the requirement within Assertion 10 of the Practitioner's Guide for the 2025/26 period and amendments were made including the revision of the policy name to 'General Data Protection Regulation (GDPR) Policy'. Mr Cole proposed adopting the new GDPR Policy, Mrs Peacock seconded, all in favour.

50. Feltwell Surgery Enquiry – Clerk read the Practice Manager's enquiry as to whether the Council could help fund a new prescription locker system they were considering installing. The Council does not have a Grants Policy and therefore this would not be within the Council's remit. Clerk to advise the Practice Manager.

51. BCKLWN: Sports Facility and Playing Pitch Strategies for Review – Two draft strategy documents are being discussed by BCKLWN with a view to adopting them which are important not only for the ability to bid for funding but also to ensure decisions are based on accurate and up to date information. Clerk to review and amend documents where necessary and forward to the Bowls Club for their input.

CORRESPONDENCE

52. BCKLWN - Emails - Weekly Planning Applications & Decisions; 'Your News'; Cllr Alistair Beales, Leader – LGR Update; Dragon Festival 8/11/25; Jacob Medlock - Domestic Energy & Cost-of-Living Update; Let's Talk Norfolk Survey

53. NCC - Emails – Tom McCabe, Chief Exec - LGR Update: Business case for one unitary authority published. **Road Closures:** Mundford Road for tree trimming works 29/9/25-3/10/25; Blackdyke Road for water meter exchange works 9/10/25. **Press Releases:** Safe School Run Pledge; Public Information Notice: Norfolk Coroner's Service seeks next of kin of Paul Yeomans; Baton of Hope tours Norwich for World Suicide Prevention Day

54. RAF Lakenheath - Emails - Demo training 24/9/25, 8.30am-4pm, 8 shots; Explosive training 8/10/25, 10am-2pm, 2 explosion simulators and 2 smoke grenades; 48th FW Civic Leaders Tour 17/9/25 Info & Photos; Invitation to Thanksgiving Eve Service 26/11/25; 48 FW Drone Notification

CORRESPONDENCE (CONT)

- 55. Resident – Email – Queries regarding the chalk barn within the Long Lane development
- 56. Norfolk Police – Email - OP Radium Support; SNAP Meeting 13/10/25
- 57. Anglian Water – Email – Bexwell to Bury St Edmunds Pipeline Update
- 58. Rural Services Network – Email – Bulletins
- 59. PLUS – Invite to ‘PLUS Store’ event at Edmund de Moundeford Primary School 22/9/25
- 60. Hinckley & Rugby Building Society – Email – Local Councils Savings Account
- 61. RLS Computer Services - Email - Helping Your Council Stay Compliant and Secure for 2025
- 62. Defib Supplies – Email - IMPORTANT REMINDER: Pads & Batteries for your Defib
- 63. Dentistnearme.uk – Email – Free dentist eligibility info
- 64. Zurich – Email - Getting autumn ready
- 65. School Playground Specialists – Email – Promotion of playground equipment
- 66. Caloo – Email – Promotion of company products
- 67. Brochures - Parish Magazine

68. CHEQUES/PAYMENTS – Mr Lambert proposed approving the Payments Schedule, Mrs McGeeney seconded, all in favour. The Payments Schedule was approved and cheques were signed for J Martin £502.43, S Sargent £130.60, D Wilkinson £58.66, R H Landscapes £468.00, SSE Energy £444.67.00, B L Hawkins £240.00, Zurich Municipal £2177.05, A Stannard (Mr Sparkle) £200.00, Fenland Leisure (Online Playgrounds) £252.00, HMRC £563.99, K C Peckham £1320.00, Command Pest Control £168.00. Direct Debits to Biffa £227.63, BCKLWN £237.27, British Gas £52.84, URM £53.40, Vodafone £31.14. Standing Orders to K&M Lighting £104.80, J Martin £1111.85.

ANY OTHER BUSINESS

- 69. Overhanging Greenery – Clerk to write to residents of 2 Clough Drive re overgrowing hedge and report weeds on Nightingale Lane, pothole in footpath from Oakfields Estate to Bell Street and obscured Vincent Close sign to Highways.
- 70. War Memorial Garden – Chair said the War Memorial was 100 years old two years ago and as such the rededication service had been missed. Mr Lambert said preparations ought to be made for the War Memorial Garden revamp so that costs can start to be gathered. Mr Storey strongly felt that residents should be consulted if the revamp was going to be extensive.

The next meeting is to be held on Monday 10th November 2025 at the British Legion at 7.30 pm.

Meeting declared closed 9.30 pm.
