

A meeting of the Parish Council was held on Monday the 10th day of NOVEMBER 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 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 Edwards.

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 Wilson proposed, Mr Cole seconded, all in favour.

MINUTES OF THE CLOSED PARISH COUNCIL MEETING HELD 27TH OCTOBER 2025: Minutes of the Closed Parish Council meeting were approved. Mr Cole proposed, Mr Lambert seconded, 6 in favour, Mr Fenn abstained having not been present.

PUBLIC SPEAKING: No members of the public were present.

MATTERS ARISING

1. **RAF Feltwell** – Ms Quamina said RAF Lakenheath had just celebrated its 85th Anniversary. Thanksgiving and Yuletide events are taking place 26th November and 4th December respectively. US Government is in shutdown until a new spending bill can be passed which meant personnel support for local civic events had been cancelled including Remembrance Parades although Chair said Sgt Ballard and Major Weller and their teams had attended in general clothing. Dates to be advised for February's EOD visit at the next meeting. Ms Quamina departed the meeting at 7.41pm.
2. **Risk Assessment** – **Weekly:** Handyman reported graffiti on teen shelter and a pothole at the car park entrance. Three of the four external lights on the Changing Rooms are still red. Chair to report again to CTE. **Quarterly Inspection:** Clerk said Handyman will deal with straightforward repairs such as monitoring/changing bushes and chains, replacing missing bolt caps etc but felt the bow top fence now needed attention. Mr Lambert will build up the area within the goalmouth and provide soil for the Handyman to build up surfacing under the gym equipment.
3. **Balance Sheet** – No queries. Internal Control Check report to be given at the next meeting.
4. **Allotment Pest Control** – Mr Cole confirmed bait boxes had been set up as per Command's map. He felt the rat situation was worsening and although he had seen Command on site three times since the last meeting, they had left no paperwork. Clerk had enquired and was informed they had not been able to locate the folder. Mr Cole said it had been in its usual place in the polytunnel but will call them to address this and arrange to meet them on site to show them the main areas of concern.
5. **NALC** – Weekly updates circulated.
6. **Playing Field Boundary Wall** – Owners have instructed their agent to remove the Heras fencing.
7. **Highways** – **2 Oak Street:** Widening scheme ongoing (2026/27). **Weed Spraying:** No update from Highways but Mr Lambert had seen this being undertaken via quad bike a couple of weeks ago and felt it totally ineffective due to the speed at which the quad was travelling. Mr Storey to discuss with Highways at his forthcoming meeting. **White Lining:** No update from Dan Jordan. **Mulberry Close Pavements:** Pavements were resurfaced 10th October. Clerk read a resident's complaint about the state in which they had been left. Private land in front of a neighbouring garage had been resurfaced and the resident had queried why land in front of her garage had not been, especially as the pavement kerb was now higher. The resident had since had a fall and sent photos of her injuries to the Clerk which she had then forwarded to Highways. Both Mr Lambert and Mrs Peckham agreed the area had been left in a terrible state and said the resident should also contact Highways. Clerk to write back to resident. Clerk had also chased the Borough Council for their pavement assessment results but had no response. **Southery Road:** Mr Storey said this was in hand

MATTERS ARISING (CONT)

and further patchworking was due but the issue is the huge cost of repairs. Chair said the patchwork just created more problems as it had not been levelled and queried why broken road just feet away from the repairs had been left. Mrs Peckham said the repairs were inadequate and if the works had been done properly in the first place then it would be more cost effective. Mr Lambert feared a fatality was bound to happen in forthcoming foggy and icy weather. Mr Storey said Southery Road was top priority at any meeting he had with Highways and he would be discussing this again at his forthcoming Members Allowance meeting. He suggested asking the local MP to visit the area, accompanied by Mr Fenn who travelled along this road twice daily. Clerk to contact Terry Jermy MP. **Rangers:** Clerk said Rangers would only clear debris along Hill Street so she had reported the leaves to the BCKLWN Clean Up team. **Other:** Clerk had not received a response to her email to Graham Plant but Mr Storey confirmed he had received it.

8. Overhanging Greenery – 50 Wilton Road: Clerk read Andy Wallace's email received earlier in the day which stated that an order had been issued this week to cut the hedge with all costs recharged to the owner. **Long Lane:** Clerk phoned Hemingford having had no response to her emails and was told she would be furnished with the new owner's details that afternoon which had not happened. Mrs Wilson said the area looked terrible with rubbish in the fence and ivy growing onto the path and raised concern about lack of lighting on the site. Mrs Peckham said Hemingford had had plenty of time to undertake this work and should have done it. Furthermore, the roadways have not been finished within the development and a drop kerb had not been installed at the entrance. Clerk to check planning to ascertain if the area behind the Chinese should have been kept as an open space and if roadworks should have been completed before properties were occupied. **Addisons Close:** No update from Freebridge regarding overgrown pavements outside 10, 27, 32 and 33. Chair said Ms Quamina had confirmed Base personnel could not tend to private property.

9. SAM2 Data – Chair had not collected the data but would do so this week.

10. Empty Freebridge Houses – Clerk had not heard from Freebridge but said Terry Jermy MP had received a response stating that 21 Old Methwold Road was a major void requiring significant work and under review for disposal. Chair said this was not the case as the property is currently being gutted.

11. Street Light Bracket Survey & Electrical Inspection, Testing and Certification – T T Jones will be carrying out the work shortly.

12. Change of Priority at Long Lane and Short Beck – Clerk said Andy Wallace had advised the Network Safety Team's visit would be 27th November. He said Parish Council attendance would not provide any benefit until the Safety Team had considered the Council's concerns and had any proposals for change. Mr Storey had stressed to him earlier in the day that local knowledge was imperative and Mr Wallace had indicated that he might be able to attend in his capacity as Borough Councillor. Chair felt strongly that he should attend as County Councillor and a long-standing member of the Parish Council.

13. Bush Obscuring Street Light – Clerk said K&M had cut greenery away underneath the lantern but Chair felt further work was required. He will also go and cut the ivy around the base.

14. Land Behind Feltwell Surgery – Clerk read email from the Practice Manager stating that the cost for her solicitor to review the grant of easement was quite steep and the Surgery was not in a position to pay this. As the lease expired 6th October, the Clerk had obtained confirmation from Zurich that the land was automatically covered under the Public Liability element of the policy and said a risk assessment must be carried out as well as any action required to mitigate risks with the land. Chair had taken photos to illustrate the current condition of the car park and Clerk will obtain prices to repair the numerous potholes and circulate to Councillors. Chair proposed agreeing a quote in principle via email and ratifying the decision at the next meeting so that work could be carried out asap, all in favour. A lengthy discussion of various ways forward ensued. Mr Storey proposed meeting with the Practice Manager to discuss this situation, Mrs McGeeney seconded, all in favour. Mr Storey to attend with Mrs Peacock. Clerk will put this to the Practice Manager.

MATTERS ARISING (CONT)

15. Changing Rooms – Ongoing.
16. Climbing Wall Opportunity – Monkey Challenge Climbing Wall and Target Trainer were installed 4th and 5th November.
17. New Funding Initiative to Support Bus Shelter Installations Across Norfolk – Clerk said the final phase of the funding was open from 10th November to 31st January 2026.
18. Request to Re-Design Falcon Road Playing Field Entrance – Work completed 8th November.
19. Hill Street with St Mary's/The Beck Junction Enquiry – The junction will be viewed during the Network Safety Team's visit on 27th November (see Item 12).
20. Parish Partnership Scheme 2025/26 – Clerk circulated prices from Westcotec. Mr Lambert proposed applying for an E/SP4/30/D/S solar powered sign at a cost of £4566 + VAT plus post at £605 + VAT, Mrs McGeeney seconded, all in favour. Clerk to apply for funding and arrange meeting with Andy Wallace to ascertain the best location for this.
21. Lodge Road Junction – Clerk read Jason Moore's response which stated that the Road Safety Team had visited the location and advised the 5-year collision record captures vehicle conflicts at the southwest arm of the junction, in particular overshoots which result in conflicts on the B1112. They recommended erecting a yellow backed 'Give Way' sign in favour of the existing 'Give Way' sign with an additional 'SLOW' marking co-located adjacent to the ADS sign. He has programmed the new sign and road marking to be installed asap.
22. Request from Feltwell United FC – Date not yet advised from R H Hamill.
23. Request from BCKLWN re Beat Your Bills Roadshow – Mrs Wilson is coordinating this event.
24. Reappraisal of Clerk's Job Description – Discussed at a Closed Meeting held 27th October.
25. Trod (Matters Arising from Extraordinary Meeting) – Clerk wrote to the Planning Officer for confirmation that the trod was to be installed before the two new properties on Long Lane were inhabited but received an email from Planning Enforcement stating that a breach of planning was being investigated.
26. Cllr Martin Storey Report – Mr Storey was aware of time constraints and said all information could be found on the NCC and BC websites.
27. War Memorial Garden – Ongoing.
28. Review Model Standing Orders – To be discussed next meeting.
29. Budget 2026/7 – To be considered next meeting.
30. Parish Councillor Resignation – Clerk read email from Mrs Arnold advising her resignation which Councillors were saddened by. Clerk to advise the Borough Council.
31. Rev. Thomas Rawlins Charity Trustee Vacancy – Mrs Arnold's resignation meant a vacancy had arisen on the Rawlins Charity. Mrs Peacock said she would be happy to be a Trustee therefore Mrs Peckham proposed Mrs Peacock, Mr Cole seconded all in favour.
32. Fuel Allotment Committee Vacancy – Mrs Arnold's resignation meant a vacancy had also arisen on the Fuel Allotment Committee. Mrs McGeeney said she would be happy to sit on the Committee therefore Mrs Peckham proposed Mrs McGeeney, Mr Cole seconded, all in favour.

CORRESPONDENCE

33. BCKLWN - Emails – Weekly Planning Applications & Decisions; 'Your News'; Request to Confirm & Update Premises Licence Details; Nurdle Pollution Update; Business Rates Account Property Use Review; CIL Update - Parish Clerk Training
34. NCC - Emails – Temp restrictions on St Mary's St 10am - 12.30pm and Bell St 10.50am - 11.20am on 9/11/25 for Remembrance Sunday Parade, Budget Consultation 2026-27; Major refurbishment of Millennium Library for 25-year anniversary; Help shape the future of the Norfolk

CORRESPONDENCE (CONT)

coast; Trading Standards: Request for assistance - Avian Flu - Feltwell

35. RAF Lakenheath - Emails - Invitation to Tri-Wing Yuletide Reception 4/12/25;

36. Defib Supplies – Email – Promotion of products

37. Brave Futures Charity – Request for donation

38. Sutcliffe Play – Flyer – Promotion of services

39. Glasdon – Email - Get Winter-Ready With The Turbocast™ 400 Salt Spreader

40. Wicksteed – Email – Info on inclusive playgrounds

41. Redlynch Leisure Installations – Email – Promotion of services

42. Sports & Play Consulting – Email – Promotion of playground tendering services

43. Brochures - Parish Magazine, Clerks & Councils Direct, Glasdon

44. **CHEQUES/PAYMENTS** – Mr Lambert proposed approving the Payments Schedule, Mrs McGeeney seconded, all in favour. Payments Schedule was approved and cheques were signed for J Martin £224.66, S Sargent £110.40, D Wilkinson £143.18, RBL Poppy Appeal £60.00, Finding Fitness £16,200.00, CTS Security £944.40, Fenland Fire Appliance £98.70, Frith Blake Consultants £408.00, Phoenix Events (East) £225.60, DM Carpentry & Building £100.00. Direct Debits to Biffa £199.37, BCKLWN £237.27, British Gas £66.31, Environment Agency £43.93, SSE Energy £488.47, Vodafone £31.14. Standing Orders to K&M Lighting £104.80, J Martin £1111.85. Norfolk Tractors cheque was not signed as the work had not been completed. Anglian Water invoice was received after the last meeting therefore the direct debit of £180.72 taken 27th October had not been noted on last month's Payment Schedule.

ANY OTHER BUSINESS

45. Highly Pathogenic Avian Influenza Case – Feltwell – Clerk read an email from Trading Standards advising their visit to the village in the next few days following a confirmed case of Avian Flu in the Feltwell area. Mr Storey said all chickens at the allotments should be completely housed as a precautionary measure and proposed all tenants be instructed to do this with immediate effect, Mr Lambert seconded, 6 in favour, Mr Fenn abstained as he felt this would present welfare issues. Clerk to write to tenants.

46. CIL Funding – Online application process will open 8 am on 1st March until 5 pm on 1st May.

47. CIP Clarification – Clerk read an email from St Mary's Church asking for clarification on payment of their CIP broadband charges. The first payment from 30th June to 31st July 2025 was £79.84 which included the set-up fee and monthly charge of £37.14. Mrs Peckham said the Parish Council had agreed to pay the first three month's charges and then Edmund de Moundeford Trust would continue. Clerk to obtain a copy of the broadband provider's invoices from St Mary's.

The next meeting is to be held on Monday 8th December 2025 at the British Legion at 7.30 pm.

Meeting declared closed 9.40 pm.