

The Annual Meeting of the Parish Council was held on Monday the 11th day of MAY 2026 at the Royal British Legion, Long Lane – commencing 7.50 pm

COUNCILLORS PRESENT: Messrs Cole, Fenn, Lambert (Vice-Chair), Rayner (Chair) and Storey, Mesdames Edwards, Grown, Peacock, Peckham and Wilson. 3 members of the public were also present.

APOLOGIES: Apologies were received from Mrs McGeeney and Ms V Quamina (Community Relations Advisor, RAF Lakenheath)

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

ELECTION OF CHAIRPERSON: The Clerk invited nominations for the position of Chairperson. Mr Cole nominated Mr Rayner, seconded Mr Storey, there were no further nominations, all agreed. Mr Rayner was duly re-elected to position of Chairperson. Mr Rayner signed his Declaration of Acceptance to Office and took the chair.

ELECTION OF VICE-CHAIRPERSON: The Clerk invited nominations for the position of Vice-Chairperson. Mr Rayner nominated Mr Lambert, seconded Mrs Edwards, there were no further nominations, all agreed. Mr Lambert was duly re-elected to the position of Vice-Chairperson and signed his Declaration of Acceptance to Office.

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 Lambert proposed, Mr Cole seconded, all in favour.

PUBLIC SPEAKING: There were no matters raised by the public.

MATTERS ARISING

1. Village Sign Revamp - Presentation by Robert Walden – Mr Lambert asked if the Council wished to conduct an official unveiling ceremony and said the Edmund de Moundeford Trust ought to be involved since the sign sat on their land. Clerk to liaise with Marcus Hawkins.
2. RAF Feltwell – No report for which Ms Quamina had sent her apologies.
3. Risk Assessment – Handyman has installed the new fence post, removed weeds from rubber surfacing, replaced bolt cap covers on the multiplay and removed graffiti. He has also replaced the missing nut caps on the gym equipment and cut the protruding thread from the litter bin. He had asked if there was anywhere he could put greenery as the bin at St Nicholas was constantly full. Mrs Peckham said it may be time for him to have a brown bin for this purpose and if he was agreeable, proposed purchasing one from the Borough Council, Mrs Wilson seconded, all in favour. Clerk read quotes for a soft ground anchor kit for the park bench. Chair proposed purchasing from TDP at £67.92 + VAT, Mr Cole seconded, all in favour. Clerk to purchase. Mrs Edwards, Mrs Grown and Mrs Peckham had met at the field to assess and test the cantilever swing and had seen very little movement at the base so felt it safe to use. Mrs Grown had since observed several children swinging on it and said there had been minimal movement then also. Mrs Peckham said Wicksteed should pay close attention to the swing during their annual inspection in June, all agreed, Clerk to contact Wicksteed.
4. Balance Sheet – No queries. Chair proposed amending the Clerk's Standing Order to incorporate her wage increase, Mr Cole seconded, all in favour. Clerk said the amount differed sometimes by 20p so it was agreed for any monies owed to be claimed via petty cash and noted in the petty cash book.
5. Allotment Pest Control – The Allotment Management Committee had resolved to terminate the contract with Command at their meeting held 20th April and the Clerk is obtaining quotations for another contractor.
6. NALC – Weekly updates circulated. Mr Cole proposed renewing the subscription at £496.99, Mrs Wilson seconded, all in favour.

MATTERS ARISING

7. **Highways – 2 Oak Street:** Widening scheme re-scheduled for 2027/28. **White Lining:** Scheduled for July. **Southery Road:** Mr Storey had tried to contact Mr Wallace earlier in the day for an update and said the work carried out was beyond comprehension. Clerk had received no reply from Southery Parish Council since accepting their offer to work together on this campaign so Mr Storey will speak to the new Clerk, Terry Watson, at their meeting on Wednesday evening. **Change of Priority at Long Lane and Short Beck:** Mr Storey said the parking issue was worsening and he had left a voicemail for Mr Wallace that morning to bring the scheme scheduled for 2027/28 forward. He suggested holding a meeting with all High Street proprietors to seek a solution. Mrs Peckham said the sorting office is closing at the Post Office so it could be put to the owner that lorries revert to delivering to the rear of the premises. She also suggested asking Central Garage to move their cars from the car park opposite to their premises to allow extra parking but Mr Lambert said many of the vehicles belong to residents. **Hill Street with St Mary's/The Beck Junction:** Ongoing as part of the summer maintenance programme if proposal is accepted by the Network Safety Team. **Lodge Road Junction:** No update but signage should be erected in the next two weeks, Clerk to chase if not. **Other:** Clerk to report pothole on Short Beck, weeds along alleyway from Paynes Lane to High Street, broken edges around manholes on Oak Street and sunken trench to manhole on Long Lane opposite the Chinese.
8. **Overhanging Greenery – 50 Wilton Road:** There was no evidence to suggest that any shovelling work had been carried out so Mr Storey said this matter should now be brought to the attention of Sue Prigg. Clerk to write to Sue Prigg, copying in Mr Storey and Borough Councillor Adrian Lawrence. **2 Leonards Lane:** Laurel hedge needs cutting back as soon as nesting season is over.
9. **SAM2 Data** – Chair said the batteries on both units had run out on Saturday but he had not had chance to collect the information. One battery has stopped charging altogether therefore he will contact Westcotec to determine if it is still under warranty.
10. **Street Light Bracket Survey & Electrical Inspection, Testing and Certification** – Chair said the cost of repairing the door on the concrete column was high considering it had just been duct-taped shut. Clerk had contacted K&M who said the concrete columns were now obsolete therefore they could either use metal ties or replace with a door from a column from another village who were replacing all of theirs with steel posts.
11. **Change of Priority at Long Lane and Short Beck** - See Item 7.
12. **Changing Rooms – Heating:** Mrs Peckham said John Waites had confirmed the underfloor heating was electric and not water. Clerk and Mrs Peckham had therefore met with J Gooch Electrical who had suggested installing panel heaters with timers in the Home and Away changing rooms and only installing in other areas when the underfloor heating failed. He had turned off all underfloor heating and Clerk will turn on again in September. He had also turned off water tank 1 as only hand-washing and washing up will be necessary until the football season starts again. He will forward his quote to install two panel heaters with timers to the Clerk.
13. **Hill Street with St Mary's/The Beck Junction Enquiry** - See Item 7.
14. **Lodge Road Junction** - See Item 7.
15. **War Memorial Garden** – Ongoing.
16. **Grey's Funfair Visit Request** – Date moved by Mr Gray to w/c 3rd August.
17. **Dog Bin Issue** – New bin has been installed at the bottom of The Beck.
18. **Cllr Martin Storey Report** – Mr Storey gave an update on Borough Council news and said the new Queen Elizabeth Hospital is still on schedule. The “Call for Sites” planning consultation has been extended to 1st May. Changes within the planning system should take place early Autumn, i.e. reduction of planning committee members to 11, no planning call-ins so 99% of rejected applications will be dealt with by officers and 1% by the Board, Parish Councils will have the same input as before. The election for a unitary council takes place May next year.

MATTERS ARISING (CONT)

19. Feltwell Community Group Donation – Clerk said a lower amount of £1012.42 had been transferred from Feltwell Community Group as there was a 5% discount on the benches (£489.25 + VAT each plus fixing kits £23.17 + VAT each). This included £500 received from Norfolk Community Foundation. The shortfall of £12.42 will be funded by the USAF donation. Items are on a 7-week lead time and must be paid pre-delivery so a cheque will be raised at the next meeting.
20. Roadsweeper – Clerk still awaiting a response from Clean Up.
21. Feltwell FC – Neil Edwards, representative of Feltwell FC, attended the Annual Parish Meeting to report the poor condition of the football pitch and request the Parish Council's support in making it good. The Parish Council agreed to support the club and Mr Fenn, Mrs Growns, Mr Lambert, Mr Storey and Mrs Wilson will join a working party together with Feltwell FC members to take this project forward. Mr Edwards will forward the pitch analysis report to the Parish Council once received from Pitch Power at which point grants can be applied for.
22. Year 6 Prom Committee – Clerk read email stating litter pick will take place 17th May and advising areas to be covered.
23. Clothing Bank – Clerk said Scope are in the process of delivering the new bank but there could be an 8-week delay.
24. Allotments – Mr Storey thanked Mr Fenn and Mr Lambert for their time and effort clearing the new plot which should be ready to let this October. Plot will also be GPS measured.
25. Parish Footpath Audit – It was felt there was no need for an audit as the Rights of Way in Feltwell were well-kept, accessible and already assessed by Norfolk County Council. Mrs Peckham proposed declining the request from Norfolk Area Ramblers, Mr Lambert seconded, all in favour.
26. Audit – Approve Accounts – Clerk advised internal audit had been completed with no further recommendations. Chair read out the Annual Governance Statement and the Accounting Statements which were accepted as correct. Mr Lambert proposed, Mrs Wilson seconded, all in favour. The form was then duly signed. Clerk will send to external auditors and display the public rights notice.
27. Review Committees – Mrs Growns to join the Playing Field Committee. All other committees to remain the same.
28. Record of Attendance – Attendance figures for meetings held 1st May 2025 – 30th April 2026 (11 x Parish Council, 1 x Annual Parish and 1 x Annual Meeting, 1 x Extraordinary held on 22nd September and 1 x Closed on 27th October = 15 meetings total) as follows:- Mrs Arnold 6/9, Mr Cole 15/15, Mrs Edwards 11/15, Mr Fenn 10/15, Mrs Growns 1/1, Mr Lambert 15/15, Mrs McGeeney 10/15, Mrs Peacock 13/15, Mrs Peckham 14/15, Mr Rayner 13/15, Mr Storey 12/15, Mrs Wilson 11/15.
29. List of Parish Council Meeting Dates – 2026/27 meeting dates are as follows: 8th June, 13th July, 10th August, 14th September, 12th October, 9th November, 14th December, 11th January, 8th February, 8th March, 12th April and 10th May.
30. Defibrillator Replacement Parts – Chair will bring costs to the next meeting.
31. Quarterly Playground Inspection Quotes – Clerk read five quotations. Mrs Peckham proposed Online Playgrounds continue with the quarterly inspections at £210 + VAT a year, Mr Storey seconded, all in favour.
32. Feltwell Community Group Request – Mrs Wilson, as Chair of FCG, asked if the Parish Council would fund the sound and lighting at the village fete again this year so that the VAT element could be reclaimed. Mr Storey proposed paying for the sound and lighting at £350 + VAT, Mr Lambert seconded, all in favour. Mrs Wilson thanked the Parish Council for their continued support.

CORRESPONDENCE

33. BCKLWN - Emails - Weekly Planning Applications & Decisions; 'Your News'; Public Access Scheduled Downtime Notification for ICT essential maintenance 26/4/26 & 4/5/26 (planned maintenance for 15/4/26 cancelled); CIL Applications Deadline Reminder (1/5/26); Parish Update Training Sessions 16 & 22/6/26; SNN Ref 5835 Street Naming Consultation: Development Off Southery Road, Feltwell

34. NCC – Email – Norfolk County Council (Feltwell & Littleport – Iron Bridge) Modification Order 2023

35. RAF Lakenheath - Email – Request to support Lakenheath Middle School, RAF Feltwell 2/6/26

Caloo – Email – Promotion of play equipment

36. East Anglian Air Ambulance – Email - EAAA service at risk due to premises closure at Cambridge Airport and request for donations for new build at Fulbourn

37. Brochures - Parish Magazine, NBB Recycled Furniture

38. CHEQUES/PAYMENTS – Mr Lambert proposed approving the Payments Schedule, Mrs Edwards seconded, all in favour. Payments Schedule was approved and cheques were signed for J Martin £592.55, S Sargent £99.48, D Wilkinson £84.13, R H Landscapes £1448.93, TWR Accountants £510.00, Norfolk ALC £496.99, R Walden £30.97, BCKLWN £70.00, E Lambert £5.00, Feltwell Surgery £30.00. Direct Debits to Biffa £155.23, BCKLWN £245.98, British Gas £95.00, SSE Energy £567.29, Vodafone £17.40. Standing Orders to K&M Lighting £104.80, J Martin £1111.85. Anglian Water invoice was received after the last meeting therefore the direct debit of £185.99 taken 27/4/26 had not been noted on last month's Payment Schedule.

39. PLANNING

Breach of Planning - 21/00066/RM: 30 Long Lane – No update from Planning Enforcement Officer regarding the demolition of the chalk barn and sale of open space. Clerk had contacted Norfolk County Council regarding the protruding greenery but was awaiting a response.

- 26/00603/F: Retrospective planning application for the conversion of the existing garage, games room and storage into a residential annex with an external raised deck at The Old Coach House, 92 Lodge Road, Feltwell – 9 in favour of NO COMMENT, Mr Storey abstained. NO COMMENT.

ANY OTHER BUSINESS

There was no other business.

Next meeting to be held on Monday 8th June 2026 at the British Legion at 7.30 pm.

Meeting declared closed 9.30 pm.

Planning Application received after the meeting with deadline before the next meeting:-

26/00757/F: Single storey rear extension and relocation of oil tank at 34 High Street. Feltwell – 8 Councillors in favour, Mrs Edwards and Mr Storey abstained. NO OBJECTION.