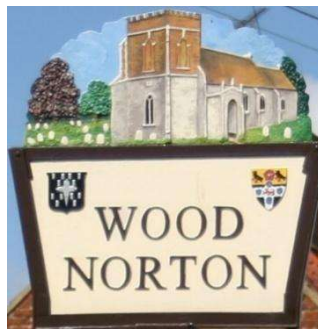




Wood Norton Parish Council

Chair: Marcus Crowe Parish Clerk: Joanne Madders clerkwoodnortonpc@gmail.com

Minutes of Wood Norton Parish Council Ordinary Parish Meeting held in the village hall at 7.30 pm, Wednesday 16th September 2026

Present: Cllr Marcus Crowe (Chair), Cllr John Jennings, Cllr Loraine O'Keefe, Cllr Tim Lidstone-Scott, Cllr Tess Morley, Cllr Jean Johnson, Cllr Daniel Coe and County Councillor Andrew Brown

Clerk: Joanne Madders

Members of the public: 0

2026/89 To consider accepting apologies for absence.

Apologies were received from District Councillor Mike Hankins in advance of the meeting and were accepted.

2026/90 To record Declarations of Interest from members on any item to be discussed.

The Chair declared a pecuniary interest in 2026/95, and 2026/97.

2026/91 Minutes:

a. To discuss any matters from the minutes not listed on the agenda. (For information only).

2026/84 The Clerk has circulated the Media Policy

2026/85 The Clerk has circulated the Records Management Policy

2026/86 The Clerk has completed a VDU assessment

b. To approve and sign the Minutes of the Parish Council Meeting held on 8th July 2026.

Resolved to approve the minutes as a true and accurate record. The Chair signed the minutes.

2026/92 To receive reports from the County Councillor and District Councillor.

District Cllr Mike Hankins was absent from the meeting but emailed his report (see Appendix 1).

County Cllr Andrew Brown emailed his report (see Appendix 2). In addition, Cllr Brown also spoke about the recent government announcement withdrawing the plans for local government reorganisation. Elections in May 2027 will remain on existing district council boundaries.

Cllr Brown was asked to query details in his report regarding illicit tobacco sales and confirm if reports should be made to Citizens Advice, as stated, or to Trading Standards.

2026/93 Parishioner open forum

Not required.

2026/94 The Chair/Clerk to provide an update on any information, actions or correspondence since the last meeting.

- i. North Norfolk Local Plan Review email 14/7/26**
Noted.
- ii. B1110 Film email 19/7/26**
Noted.
- iii. North Norfolk Local Plan email 20/7/26**
Noted.
- iv. Letter from Deputy Leader email 28/7/26**
Noted.
- v. Festival at Sennowe Park email 1/8/26**
Noted.
- vi. ETIPS email 4/8/26**
Noted.
- vii. Mobile Connectivity Survey email 6/8/26**
Noted.
- viii. Water Resources and Hose Pipe Ban email 13/8/26**
Noted.
- ix. Great Norwich Plan email 17/8/26**
Noted.
- x. Invitation to bid for Parish Partnership email 20/8/26**
Noted.
- xi. Environment Agency Briefing and El Niño email 7/9/26**
Noted.

2026/95 Finance.

a) To receive the current financial position.

The Chair/RFO advised the following:

Community A/C £2,465.19. 7 transactions noted since the last meeting.

Community (Defib) A/C £836.70. No transactions since the last meeting.

Business Premium (Village sign) £1,421.78. £3.71 interest received since the last meeting.

Business Premium (Investment) £4,764.63. £12.44 interest received since last meeting.

b) To approve payments to be made:

- i) Clerk's home working allowance**
£60 approved
- ii) Auditor gift reimbursement**
£20 approved
- iii) Grass cutting grant**
£88 agreed (50% of invoices submitted)

c) To note the 2026/27 local government pay award of 3.3%

Noted.

d) To receive the half yearly accounts

Noted.

e) To consider the draft budget and precept for 2027/28

Councillors reviewed the budget and agreed a 5% increase on the precept for 2027/28.

2026/96 To agree a representative from Wood Norton Parish Council to attend the funeral of Reverend Sally Kimmis, 21st September 11am-12pm, St Mary's, North Elmham, in the Chairs absence.

Cllr Jean Johnson will be attending.

2026/97 To review recent planning applications and note any decisions made.

NMA/26/1567 Hulverhill House, Holt Road, Wood Norton, NR20 5AY,

Proposal: Non-material amendment of planning permission PF/19/1128 (Conversion and alterations to barn to form holiday let) to allow for use of PVC doors & windows instead of timber doors & windows

Decision: Approved

Noted.

CD/26/1545 Unit 2, Rectory Road, Wood Norton, Dereham, Norfolk, NR20 5BA,

Proposal: Discharge of condition 3 (external materials) of planning permission PF/21/3077 (Change of use of storage building (Class B8) to single dwelling (Class C3), external alterations)

Decision: Condition Discharge Reply

Noted.

PF/26/0763 Erection of detached ancillary garage to north, and detached ancillary stable block to east AMENDED PLANS

Wood Norton Hall Hall Lane Wood Norton Dereham Norfolk NR20 5BE

The Clerk will reply on behalf of the council making no further comment but to say they are aware of the concerns raised by a neighbour. **ACTION: Clerk**

Cllr Brown advised that after the 31st October 2026 domestic planning applications will no longer go to parish councils.

2026/98 To receive an update on Norfolk Police OP Radium

No further updates received.

2026/99 To receive an update on VETS

Cllr Lidstone-Scott has obtained a quote for a new defibrillator which would cost £1,340 + vat and comes with an 8 year guarantee. Wood Norton Charitable Trust may fund this. The cabinet does not need replacing. The defibrillator has been used recently.

2026/100 To receive an update on drainage issues (including Foulsham Road)

The road will be closed for repairs later this month.

2026/101 To receive an update on highways issues

Some potholes appear to be marked on Twyford Road but not all. Cllr Lidstone-Scott will report. There is a build-up of silt at the junction with Foulsham Road. The Clerk will report.

ACTION: Cllr Lidstone-Scott / Clerk

2026/102 To receive an update on the replacement of the village sign seat

The work is now complete with thanks to Andrew Pearson, Carl Dacon and Dennis Nudd for supplying materials. The Clerk will send a letter of thanks on behalf of the parish council.

ACTION: Clerk

2026/103 To receive any updates on Sennowe Park Festival

No disturbances this year, may have been a smaller event.

2026/104 To review the Biodiversity plan

The working party will meet and bring an update to the next meeting. The Parish Council would be exempt from any funding for biodiversity net gain.

2026/105 To discuss potential affordable housing sites

Anna Clarke, NNDC Community Housing Enabler, sent additional information by email following the July meeting. The Chair has spoken to a local landowner. The parish council require more information before proceeding with further discussion. Cllr Brown will contact Anna Clarke and report back.

Cllr Andrew Brown left the meeting 8.41pm.

2026/106 To consider comments regarding Data Retention policy

Councillors discussed how to implement the policy. Councillors should delete any relevant information they hold and the Clerk should retain central copies.

2026/107 To review the Action Plan

Councillors reviewed the action plan and outstanding points were discussed. Additional funding for Biodiversity could be taken from reserves if required.

2026/108 To discuss any other urgent Items.

Norfolk ALC invoice for the website was approved £72.40 + vat. Norfolk ALC invoice for clerks induction in 2025 was approved £31.25.

Bad weather recently made parents and children waiting for the school bus very wet. A bid to Parish Partnership for a bus shelter could be considered. Also, the possibility of an electric car charging point for the village, at the village hall. Cllr Lidstone-Scott will contact the village hall committee to discuss.

ACTION: Cllr Lidstone-Scott

2026/109 To receive any items for inclusion on the next Agenda

Parish Partnership Scheme, Defibrillator replacement, NWT Update, Affordable Housing

The next meeting will take place on Wednesday 18th November at 7.30pm.

Meeting closed 9.10pm

Signed as a true record of the meeting of Wood Norton Parish Council held on 16th September 2026

Signed by the Chair.....

Appendix 1

District Councillor Mike Hankins Report:

Flood Alert

Anglian Water have issued an update on flood preparation and reporting, please see attached notice

Mobile Connectivity.

Please remind your residents that the mobile connectivity survey is still running, I would appreciate contributions from residents, there have been 500 responses to date

Survey details attached

To assist with this survey the council have prepared a survey poster, also attached, please shout if you require hard copies.

Local Government Reorganisation.

Residents will have seen reports that the reorganisation has been scrapped, the official statement from the minister refers to a pause whilst the reorganisation is reviewed.

Police and Crime Commissioner.

The Commissioner will be presenting his agenda to the councils Overview and Scrutiny committee on Wednesday and taking part in a Q&A session based on questions raised by residents.

Appendix 1

County Councillor Andrew Brown Report:

SEPTEMBER 2026 COUNTY COUNCIL MONTHLY REPORT

Serving Holt Town and the villages of Briningham, Brinton with Sharrington, Briston, Edgefield, High Kelling, Hindolveston, Hunworth, Letheringsett with Glandford, Melton Constable, Stody, Swanton Novers, Thornage with Little Thornage, Thurning, Wood Norton.

Parish Partnership

I am pleased to report that Norfolk County Council's Parish Partnership Scheme has survived Reform UK's recent cuts and will operate again in 2027/28. The scheme has funded many useful small-scale highways improvements over the years by matching money raised locally by parish and town councils. In previous years, parish councils were often able to meet some or all of their contribution using their County Councillor's Local Member Fund. The new administration has abolished that £11,000 p.a. fund, making it harder for smaller parishes in particular to find the money needed to bring schemes forward. The Local Member Fund could also previously be used to support measures requiring a Traffic Regulation Order, such as changes to speed limits, parking restrictions or weight restrictions, which are not eligible under Parish Partnership. We have therefore asked the Cabinet Member whether the scheme can now be widened to cover these measures. Despite that, the Parish Partnership Scheme remains a valuable opportunity and I would strongly encourage any parish considering a highways project to speak to me at the earliest possible opportunity. Local Member support is an essential part of any application, and I am very happy to discuss ideas, help establish whether they are likely to qualify and support councils in developing a bid. For 2027/28, Norfolk County Council has provisionally allocated £500,000, normally on a 50/50 funding basis, with a maximum County Council contribution of £25,000 per bid. For very small parish councils with an annual income of less than £2,000, enhanced support is available. The County Council can contribute 75% towards a scheme costing up to £5,000, although this offer can only be used once by any council. What can be funded?

Potential projects include:

- small lengths of new footway and lower-cost paths or "trods";
- pedestrian crossing improvements;
- improvements to Public Rights of Way and Norfolk Trails;
- walking, wheeling and horse-riding signage and wayfinding;
- mobile speed signs such as SAM2 and SAM3;
- part-time advisory 20mph signs outside schools;
- school "Keep Clear" markings;
- bus shelters; and
- some electric vehicle charging infrastructure.

The scheme does have exclusions, including street lighting, highway mirrors, CCTV, parish car parks and drainage cleansing. Important dates The final application deadline is 1 December 2026, but councils should not leave it until then.

Norfolk County Council is asking parishes to discuss proposals with their local Highway Engineer ideally by the end of September, so that proposals can be checked for feasibility and proper cost estimates prepared. Successful bids are expected to be confirmed in March 2027, with parish contributions required by the end of April 2027. Because of the timetable for Local Government Reorganisation, schemes will need to be completed by the end of December 2027. Applications need to include the purpose and details of the project, an itemised cost estimate, the parish contribution, a map or plan, information about who would benefit and evidence of local support. Support is required from the local County Councillor and Highway Engineer and, where relevant, from affected landowners or frontages. If your town or parish is considering applying, please contact me as soon as possible rather than waiting for the December deadline. I would be very happy to discuss possible projects and help establish what might be achievable before councils spend time developing a full application.

Crisis and resilience support: There is support available through the County Council's Crisis and Resilience Service for families struggling with back-to-school costs, including school uniform and shoes. Thank you to those parish councils which shared the information through their local channels. Demand for the school uniform support was very high, which underlined just how many families are feeling the pressure of essential costs. The support is funded by central government, and I also wanted to remind councils that the Crisis and Resilience Service is much broader than school uniform assistance. It remains available to residents experiencing financial hardship and can help with essential household costs, including heating and heating oil costs, food and other immediate pressures. I would be grateful if parish councils could continue to keep the service in mind when residents approach them for help and signpost people where appropriate. More information is available at www.norfolk.gov.uk/CRS, or residents who cannot apply online can call 0344 800 8020.

Norfolk Trading Standards - action on illicit cigarettes and tobacco Norfolk County Council's Trading Standards team continues to take enforcement action against the sale of illicit tobacco, cigarettes and vapes. These operations are intelligence-led, so information from residents can play an important part in identifying where enforcement activity may be needed. Parish councils may therefore wish to make residents aware of how concerns can be reported. Anyone with information about illegal tobacco, cigarette or vape sales can: •contact Citizens Advice on 0808 223 1133; or •report concerns anonymously using Norfolk County Council's online form: <https://forms.cloud.microsoft/Pages/ResponsePage.aspx?id=7GqcEEZQIUqPPIT2O6GK9EEWlqmT5DNHtoQpuUv8jSRUMVlBMFNSVENGV EQ3TzhRSUDSkdUVzVEMS4u> Anyone who believes they are being coerced into preparing, distributing or selling illegal tobacco can report this to HMRC online or via the HMRC Fraud Hotline on 0800 788 887. Where there are concerns that someone may be a victim of exploitation or modern slavery, the Modern Slavery Helpline on 0800 0121 700 can also provide advice and support. If parish councils are sharing this information publicly, particularly on social media, please avoid naming specific shops or businesses. Trading Standards investigations are intelligence-led and may involve live enforcement activity.

Heritage Open Days – 11 to 20 September This year's Norfolk Heritage Open Days will take place from 11–20 September, giving residents and visitors the chance to explore historic buildings, sites and cultural venues across the county, including many places which are not normally open to the public. All events are free, although some have limited capacity and need to be booked in advance. There are also almost 200 drop-in events which do not require booking. The programme is coordinated and promoted by The Forum Trust and delivered in partnership with venues, community organisations and volunteers across Norfolk. Printed 2026 brochures are available from locations including The Forum, Norfolk libraries and museums. Parish councils may wish to share details locally, particularly where residents may be interested in heritage, local history or visiting sites that are not usually accessible. Further information, brochures and online booking are available here: Everything you need to know – Norfolk Heritage Open Days 2026 <https://norfolkheritageopendays.co.uk/news/brochures-booking-and-browsing-for-2026>

Flu Vaccinations The NHS is encouraging eligible residents to book their flu vaccination early this year as preparations for winter get underway. Early vaccination is intended to help protect those most at risk from flu and reduce pressure on local NHS services over the winter months. The national booking system is now open for eligible adults to pre-book an appointment at a local community pharmacy. Pregnant women and some other eligible groups can receive their vaccination from 1 September, while most eligible adults will be vaccinated from 1 October. From September, eligible residents should also begin to receive invitations through their GP practice, the NHS App or by letter. However, eligible adults do not need to wait to be contacted before booking. Residents can check whether they are eligible and book through the NHS flu vaccination webpage: NHS Flu Vaccine <https://www.nhs.uk/vaccinations/flu-vaccine/>

Appointee Service consultation *Reminder* Norfolk County Council is consulting on a proposal to introduce an administrative charge for its Appointee Service. The service supports some adults who are unable to manage their own benefits and do not have a suitable relative or friend able to do so. In these cases, the Council can receive and manage benefit payments on their behalf, pay essential bills and ensure the money is used in their best interests. The consultation runs until midnight on Monday 12 October 2026. Further information is available at: <https://norfolk.citizenspace.com/consultation/7312c5e6>

Cllr Andrew Brown

Contact details: WhatsApp/Phone: 07970 298695 / 01603 223054 Email: Andrew.Brown.Cllr@norfolk.gov.uk