

Honingham Parish Council

Parish Councillors are hereby summoned, and members of the press and public are warmly invited, to attend the Parish Council Meeting to be held at 7:30pm on Wednesday 14th January 2026, in the Honingham Village Hall.

Clerk: Tiffany Cox

Date: 08/01/2025

AGENDA

1. Apologies.

To consider and approve apologies for absence.

2. Minutes.

To approve the minutes of the Parish Council Meeting dated Wednesday 12th November 2025

3. Declaration of Interest.

- 3.1. Councillors are invited to declare a pecuniary or non-pecuniary interest in any subject on the agenda.
- 3.2. To consider any dispensation requests.

4. To receive updates on matters not elsewhere on the agenda.

- 4.1. To receive an update regarding the sign height of the recently fixed Colton Road sign.
- 4.2. To receive an update on the blocked gully at the bottom of Mill Lane
- 4.3. To note that, following clarification, there was an error in the previous meeting's report regarding the SAM2 schedule. Honingham Parish Council will now take receipt of the SAM2 unit in April 2026, rather than February 2026 as previously stated.
- 4.4. To receive an update regarding the asset inspection.

5. Correspondence

- 5.1. To note an email from Electoral Services regarding a Councillor resignation.
- 5.2. To note correspondence received on 6th January 8, 2026, from John Morse, Chairman at Marlingford and Colton Parish Council regarding the A47 and A11 Alliance.

6. Public Participation and Reports.

- 6.1. To receive a report from County Cllr Greg Peck if present.
- 6.2. To receive a report from District Cllr Peter Bulman if present.
- 6.3. To receive a report from the Police if present.
- 6.4. To receive a report from Jim Freeman
- 6.5. To receive a report following A47 and A11 Alliance meeting.
- 6.6. Open forum for members of the public.
- 6.7. To receive an update regarding installation of a post for a traffic mirror.

7. Playground

- 7.1. To receive an update regarding rubber mats under slides at the playground.

- 7.2. To receive an update regarding outdoor gym – a recent inspection noted that some items are in contravention of the requirements of BS EN 16630.

8. Financial & Governance Matters

- 8.1. To note bank reconciliations for November and December 2025.
8.2. To note a 3% increase on EGG Ground care invoices from April 2026 and AGREE any action.
8.3. To RESOLVE to AGREE to move to Unity Banking with a T1 account.
8.4. To note the following payments were made in November: None.
8.5. To AGREE a budget for assertion 10 and moving to a GOV email and website
8.6. To note the following payments were made in December.

S Bromley	Wages	£	448.63
PKF Littlejohn	External Auditor	£	252.00
EGG Ground care	Invoice 1267	£	162.00
EGG Ground care	Invoice 1292	£	162.00
S Bromley	November Milage	£	27.00
HMRC	HMRC Monthly Contributions	£	129.31
Play Inspection	Playground Inspection	£	186.00
Caloo LTD	Supply and fit new park item - INVSO-009245 (CIL)	£	21,939.50
Trevor Smith	Teak oil	£	13.98
S Bromley	Wages	£	448.63
HMRC	HMRC Monthly Contributions	£	129.51

- 8.7. To note Microsoft Office pricing of £120 per year and AGREE any action.
8.8. To AGREE the Precept for financial year 2026/2027

9. Members Matters

No decision may be made under this item.

10. Public Participation.

To receive comments from members of the public.

11. Items for the next meeting.

- 11.1 To receive an update regarding the weather vane and AGREE any action.
11.2 To receive an update regarding the blocked gully and the bottom of Mill Lane.

12. Next meeting of the council.

To note when the next meeting of the Council will be held.

To pass a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude members of the press and public for the following confidential items.

13. Staffing.

- 13.1. To sign the contract of Tiffany Cox for the role of Parish Clerk and RFO for Maternity Cover.