

Honingham Parish Council

Minutes of the Annual Parish Council Meeting held on Wednesday 13th May 2026 at 7:30pm in Honingham Village Hall.

Councillors Present: Sally Blyth, Jules Dean and Ryan Harvey (Chair).

Members of the Public Present: 14

Clerk: Tiffany Cox

Cllr R Harvey opened the meeting by offering a few words detailing the last 12 months and gave thanks to all Councillors, parishioners, and the Village Hall members. A full report can be found below.

1. Election of Chair.

Cllr R. Harvey was voted as Chair for the forthcoming year and signed the Declaration of Acceptance of Office. Proposed Cllr J Dean, Seconded Cllr S Blyth.

2. Election of Vice-Chair.

Cllr J. Dean was voted as Vice-Chair for the forthcoming year and signed the Declaration of Acceptance of Office. Proposed Cllr R Harvey, Seconded Cllr S Blyth.

3. Vacancy.

3.1. No requests for co-option were received.

4. Apologies.

Apologies were received and accepted from Cllr Bernie Perrett (alternative commitment).

5. Minutes.

The minutes of the Parish Council Meeting, dated Wednesday 8th April 2026, were approved as a true record of events and signed by the Chair.

6. Declaration of Interest.

6.1. No declaration of pecuniary or non-pecuniary interests, on any subject on the agenda, was received.

6.2. No dispensation requests were received.

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

7.1. Cllr R Harvey gave an update on the recent meeting with project lead, Mr Fitzsimmons and head of project development, Mr Brown explaining the process would take around 10 months to complete once the Galliford Try site is clear. Detailed plans were discussed including parishioners' concerns of wastewater and solids along with noise pollution and potential detriment to views and local wildlife. It was noted that there was a discussion on the site being used as a truck stop for overnight stays to aid in cost recuperation as the market will only be open one day per week. A full report will be available on the Parish Council website, and an open day is due to be planned for June to enable Parishioners to speak with developers. This will be advertised locally and on the website.

- 7.2. Updated swing quotes included a quote of £ £6,765.38 + VAT for a twin swing without rubber matting and a further quote of £6,505.00 + VAT for a basket swing. After consideration and noting the fitting costs represented a significant proportion of the overall price, the Council requested that the Clerk research alternative options of installation.
- 7.3. Quotes were received to purchase rubber matting to be placed at the bottom of the metal side and ranged from £19+ VAT per square metre to £22 per square metre.
- 7.4. A new bin has been purchased at a total cost of £159.37 inc. VAT. The bin will be placed at the bottom of Mill Lane, and it was AGREED to empty the bin once per week once installation is complete. Proposed Cllr J. Dean, seconded Cllr S. Blyth.
- 7.5. It was noted that the switchover to a GOV domain and email is going well and Cllrs should receive their logins shortly.
- 7.6. It was noted that no update has been provided by Highways despite chasing. Peter Bulman has also sent an email to request an update.

8. Correspondence.

- 8.1. Annual Parish Report - 2025-26 - Greg Peck - 04.04.2026 – Noted
- 8.2. Full Weekend Closure 24 - 27 Apr 2026 - 13.04.2026 - Noted
- 8.3. A47 North Tuddenham to Easton dualling scheme - Lyng Road closure 16/4/26 - Noted
- 8.4. Spring Clean April 12th 13.04.2026 – Noted
- 8.5. A47 Traffic Mitigation Updates 06.05.2026 – Noted

9. Public Participation and Reports.

- 9.1. A member of the public explained that some properties have overgrown vegetation that is encroaching onto the road and could be a risk of safety for pedestrians and road users. Chair asked all residents to be mindful and trim back and overgrowth to within their boundary.
- 9.2. It was noted that there is an address within the Parish that may have CCTV cameras that are recording footage that is not within their boundary. It was suggested to write a letter from the Parish Council to the positioning of the cameras to be altered. Residents are also recommended to contact the ICO who hold powers with regard to home CCTV systems. [Home CCTV systems | ICO](#)
- 9.3. A deep pothole has been found on Mattishall Road, halfway down between the two junctions. The parishioner was advised to report this to Highways along with a picture and exact location.
- 9.4. At the bottom of Colton Road between the bridge and the junction is a deep pothole which is getting bigger. Parishioner was advised to report this to Highways along with a picture and exact location.
- 9.5. It was noted that Jim Freeman has not attended recent meetings and there are concerns with traffic calming measures and speed safety along the new road. Clerk will invite Mr Freeman to future meetings and update him with current concerns. Parishioners were also advised to email Mr Freeman regarding any ongoing concerns.
- 9.6. Concerns were raised regarding the flow of traffic through the village once the road has been opened and motorists potentially using Colton Road as a 'rat run'. Clerk will include this in correspondence to Mr Freeman.

10. Financial & Governance Matters

- 10.1. It was noted that a mobile phone was purchased for the Council at a total cost of £79.99 and this cost has been reimbursed to the Clerk.

- 10.2. It was also noted that a payment for Clear Councils had been received at a total of £571.88. There was also an invoice received from EG Grounds Care for a total of £166.86. It was RESOLVED to AGREE all payments, proposed Cllr S. Blyth, seconded Cllr R Harvey.

Glasdon	Dog Bin (£120 + £12.50 Delivery)	£ 132.31	£ 26.56	£ 159.37	
Robin Goreham	Internal Auditor	£ 70.00	£ -	£ 70.00	
ICO	Data Protection	£ 52.00	£ -	£ 52.00	
Staff Cost	Pay Month 1	£ 558.43	£ -	£ 558.43	
Staff Cost	Maternity Pay	£ 493.59	£ -	£ 493.59	
Precept Payment		£ -	£ -	£ -	£ 6,589.00

- 10.3. The bank reconciliation up to 31st March 2026 was noted.
- 10.4. The internal audit report for 25/26 was received.
- 10.5. AGAR:
- 10.5.1. It was RESOLVED to APPROVE Section 1 of AGAR the Annual Governance Statement. Proposed Cllr R Harvey, Seconded Cllr S Blyth.
- 10.5.2. It was RESOLVED to APPROVE section 2 of the AGAR, the Accounting Statement. Proposed Cllr R Harvey, Seconded Cllr J Dean.
- 10.6. The dates of the notification of public rights was noted.
- 10.7. The explanation of variances report was noted.
- 10.8. The Risk Management Policy was reviewed and it was AGREED to readopt the policy.
- 10.9. It was noted that a VAT return was submitted and the amount returned was a total of £3992.51.

11. Next meeting of the council.

The next meeting of the Council will be held on Tuesday 9th July at 7:30pm in the Honingham Village Hall.

Meeting Closed: 20:36.

Signed: _____

Chairman's Report for the Year

Firstly I'd like to take the time to thank Julie, Sally & Bernie for their commitment, effort, time and hard work they have given to the council over the past twelve months. As it seems every year we are still in dire need of additional members to the council – we have 3 spaces and I'd love to see these filled by next year's AGM. We have a number of projects ongoing in the parish that each member can really make a difference.

Of course, I'd also like to thank Tiffany for her work over the last few months. She has transitioned into her role while Sam is on maternity leave brilliantly & it's great to have her on board. I'd also like to thank Sam for her efforts up until Christmas before welcoming their new addition to their family – a massive congratulations to them.

The development of the old bowling green/play area has continued once again over the last 12 months. We now have the new play equipment installed which is a great addition to the area. We look forward to the installation of some swings in the latter part of the year which should fully restore the park area making it safe and enjoyable for all. We have had the trees that were donated to us kindly planted on the village green area by a number of parishioners – a thank you to all involved.

We are awaiting the installation of our new dog waste bin which has been a long discussed issue for the council & its parishioners I am pleased to say this is now well underway and look forward to its completion.

The council has also kept a close eye on the works to the A47 duelling – as most are now aware of the big changes happening around us we only have another year before works should be complete – the council looks forward to the continued progress of the project & remains mindful of any impact the works are having in the local area.

We have almost finished the councils transition from Barclays bank to a new provider to give the council considerably more features & access for payments. Alongside this we will be moving to a new website provider to give access to a .gov domain which is now a requirement for all parish councils – updates will follow on this shortly.

The village has had a number of events over the last year which as always are well supported by the local community. Of course many of these events wouldn't go ahead without the efforts of Ray and Sue who have looked after our village hall for many years now – as a community we owe you a great deal for your continued hard work so thank you!

Sadly the parish said farewell to the well-loved 'parish pump' over the last year – A thank you to Tom Bland the last editor of the magazine for his hard work over the last few years producing the pump. A big shame that Tom was unable to find someone to carry this on.

The next twelve months looks to be a busy one for the parish council, the A47 duelling completion, the likelihood of developments of the proposed cattle market to the east of the village, the continued development of the village green area and of course the variety of matters that will arise over the year. Finally, as it's becoming a bit of a tradition now, I always like to finish these reports by saying a big thank you to the members of the public that support our meetings and the parish as a whole. Thank you all for your contributions over the year and we look forward to your continued support.