

Honingham Parish Council

Parish Councillors are hereby summoned, and members of the press and public are invited, to attend the Parish Council Meeting to be held at 7:30pm on Wednesday 12th November 2025, in the Honingham Village Hall.

Clerk: Samantha Bromley

Date: 07/11/2025

AGENDA

1. Apologies.

To consider and approve apologies for absence.

2. Minutes.

To approve the minutes of the Parish Council Meeting dated Wednesday 10th September 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. Following the report of the broken sign on Colton Road to the Borough Council, it has been confirmed that the repair has been added to their works schedule.
- 4.2. To receive an update on the blocked drain at the bottom of Mill Lane.
- 4.3. To receive an update on the highway's sign, indicating a crossroads when approaching Mattishall, which is covered with overgrown vegetation.
- 4.4. 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 February 2026, rather than October 2025 as previously stated.
- 4.5. To receive an update on the trees awarded to the Council by the Woodland Trust and AGREE any action.
- 4.6. To note that a resident, with 20 years of experience in groundwork on building sites, has volunteered his services to install a post for the traffic mirror, free of charge to the Council.
- 4.7. To note that concerns were previously raised regarding the continuous roadside parking of a road sweeper; however, the Parish Council has since received confirmation from the driver that it will no longer be parked in the village, and therefore no further action is required.
- 4.8. To note that a 'No access to A47' sign has been installed on Mattishall Road where you turn right into Honingham, coming from Norwich.

5. Correspondence.

- 5.1. A47 News: A47 North Tuddenham to Easton improvement scheme - Wood Lane (B1535) Full Road Closure. Circulated & on website.
- 5.2. A47 News: A47 North Tuddenham to Easton - Full Road Closure CRM-0224309. Circulated & on website.
- 5.3. Breckland Council: Breckland Local Plan Consultation Event. Circulated.
- 5.4. District Council: Rough Sleeper Street Count 2025 BDC November 12th. Circulated.
- 5.5. District Council: PSPO (Dog Control) signs. Circulated.
- 5.6. NCC: Norfolk County Council's Budget Consultation 2026-27 . Circulated.
- 5.7. Groundwork: Introducing Groundwork's landscape architecture team. Circulated.
- 5.8. Transport Made Simple: Acquisition of Go-East Anglia and Passenger First Network

Engagement. Circulated.

- 5.9. Heathersett PC: Greater Norwich Unitary Council Presentation + Q&A - Heathersett PC Ordinary Meeting- 17th November 2025, 7.30pm. Circulated.
- 5.10. Norwich Western Link: Request to town and parish councils on the Local Liaison Group re. support for Norwich Western Link options assessment work. Circulated.
- 5.11. Resident: A47 / Western Link Local Liaison Group Meeting 22.10.25. Circulated.

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 attendance at October's A47 open day, if available.
- 6.6. Open forum for members of the public:

7. Playground.

- 7.1. To receive and update on the replacement play equipment.
- 7.2. To receive the Annual Inspection Report and AGREE any action.
- 7.3. To note that a resident of the parish has kindly volunteered to apply the annual coat of teak oil to the rocking horse seat and RESOLVE to AGREE to spend up to £15.00 for the treatment oil.

8. Planning Matters.

- 8.1. To consider a consultee response to applications received from Broadland District Council: None.
- 8.2. To consider a consultee response to any other applications received from Broadland District Council after the publication of the agenda:
(<https://www.southnorfolkanbroadland.gov.uk/planning-applications/find-planning-application>).
- 8.3. To receive notifications of decisions made by Broadland District Council:
 - 8.3.1. 2025/2957 – Merryhill Country Park, Telegraph Hill, Honingham, Norfolk, NR9 5AT – Demolition of clubhouse building. PRIOR APPROVAL NOT REQUIRED.

9. Financial & Governance Matters

- 9.1. To note bank reconciliations for September and October 2025.
- 9.2. To note the receipt of the External Audit Report.
- 9.3. To note the conclusion of audit.
- 9.4. To appoint an Internal Auditor for the financial year 2025-26.
- 9.5. To note the following payments were made in October:

Payee	Description	Method	Net	VAT	Gross
Staffing	Salary/Tax/NI/WFHA	BACS	£558.43	£0.00	£558.43

- 9.6. To RESOLVE to AGREE the following payments:

Payee	Description	Method	Net	VAT	Gross
Staffing	Salary/Tax/NI/WFHA	BACS	TBC	£0.00	TBC
The Play Inspection Company Ltd	Annual Playground Inspection Report	BACS	£155.00	£31.00	£186.00

Caloo	Replacement Play Equipment & Repositioning of Rocking Horse	BACS	£17,647.50	£3,529.50	£21,177.00
E G Grounds Care Ltd	Grass Cutting (1267)	BACS	£135.00	£27.00	£162.00
E G Grounds Care Ltd	Grass Cutting (1292)	BACS	£135.00	£27.00	£162.00
PKF Littlejohn	External Audit	BACS	£210.00	£42.00	£252.00

*To also include any invoices received after publication of the agenda.

10. Members Matters

No decision may be made under this item.

11. Public Participation.

To receive comments from members of the public.

12. Items for the next meeting.

12.1. To receive an update on the asset inspection.

13. 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.

14. Staffing.

14.1. To note the receipt of an application for the temporary Clerk & RFO maternity cover position and to AGREE any action.