

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 10th September 2025, in the Honingham Village Hall.

Clerk: Samantha Bromley

Date: 05/09/2025

AGENDA

1. Apologies.

To consider and approve apologies for absence.

2. Minutes.

To approve the minutes of the Parish Council Meeting dated Wednesday 9th July 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 note that the traffic safety mirror has been purchased and received. It will be installed at the bottom of Hall Drive within the next few weeks.

4.2. To receive an update on the asset inspection.

4.3. To note that the Government Gateway contact number has been updated to the Parish Council's mobile phone and access has now been restored.

4.4. To note that the local Police Constable was contacted regarding parking concerns near the Honingham Buck. He visited the area on 15th July but noted there were no vehicles parked at that time. Photos showing the extent of the problem were shared with him and he has confirmed that he will continue to monitor the situation during his late shifts.

4.5. To receive an update on the reported broken sign on Colton Road.

4.6. To receive an update on the manhole cover scheduled to be replaced.

4.7. To receive an update on the overgrown hedge at the junction of Colton Road and Mattishall Road.

5. Correspondence.

5.1. External Auditor: Honingham Parish Council NO0240 - review of AGAR part 3. Circulated.

5.2. District Council: IMPORTANT Unauthorised Encampment Guidance document for Parish/Town clerks. Circulated.

5.3. Police: OP Radium. Circulated.

5.4. District Council: Update on Mindful Towns and Villages Project. Circulated.

5.5. Resident: Re: A47 Works. Public Update 28.05.25. Circulated.

5.6. Police: Obstructive Parking on Pavements - Request for Patrol. Circulated.

5.7. Police: Introduce myself. Circulated.

5.8. NCC: Tree ownership enquiry. 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 following attendance at July's Liaison meeting.

6.5. Open forum for members of the public:

Clerk: Samantha Bromley | 9 Hendon Avenue, Carbrooke, Norfolk, IP25 6JW
clerk.honinghampc@gmail.com | 07752191062

7. Open Spaces.

- 7.1. To note the playground inspection report.
- 7.2. To note that Honingham Parish Council is to collect the SAM2 sign (06358) by the 4th of October 2026 from Attlebridge Parish Council and AGREE where in the parish to install it.
- 7.3. To note that the Council has been invited to bid for the Parish Partnership Scheme for local highway improvements in 2026/27 and AGREE any action.
- 7.4. To receive and update on the replacement play equipment and AGREE any action.
- 7.5. To receive concerns about the continuous road side parking of a road sweeper.

8. Planning Matters.

- 8.1. To consider a consultee response to applications received from Broadland District Council:
- 8.2. To consider a consultee response to any other applications received from Broadland District Council after the publication of the agenda:
(<https://www.southnorfolkandbroadland.gov.uk/planning-applications/find-planning-application>).
- 8.3. To receive notifications of decisions made by Broadland District Council:
 - 8.3.1. 2025/2179 - Merryhill House Telegraph Hill Honingham Norfolk NR9 5AT - Demolition of Merryhill House and swimming pool building. PRIOIR APPROVAL NOT REQUIRED.

9. Financial & Governance Matters

- 9.1. To note bank reconciliations for July and August 2025.
- 9.2. To note that the NJC 2025/26 pay agreement, effective from 1 April 2025, has been agreed and implemented. The clerk's back pay, totalling £63.70 and reflecting Spinal Column Point 16, has been calculated in line with the agreement and has been included in Staffing under item 9.4.
- 9.3. To note the following payments were made in July:

Payee	Description	Method	Net	VAT	Gross
Staffing	Salary/Tax/NI/WFHA	BACS	£406.58	£0.00	£406.58

- 9.4. To RESOLVE to AGREE the following payments:

Payee	Description	Method	Net	VAT	Gross
Staffing	Salary/Tax/NI/WFHA	BACS	TBC	£0.00	TBC
E G Grounds Care Ltd	Grass Cutting (1176)	BACS	£135.00	£27.00	£162.00
E G Grounds Care Ltd	Grass Cutting (1177)	BACS	£135.00	£27.00	£162.00
E G Grounds Care Ltd	Grass Cutting (1140)	BACS	£135.00	£27.00	£162.00
Parish Pump	Printing - Donation	BACS	£150.00	£0.00	£150.00

*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.

To receive items from Councillors for inclusion on the next agenda.

13. Next meeting of the council.

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

Clerk: Samantha Bromley | 9 Hendon Avenue, Carbrooke, Norfolk, IP25 6JW
clerk.honinghampc@gmail.com | 07752191062

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 the Clerks resignation, effective from 31st December 2025 and to discuss and agree arrangements for advertising for the Clerk's replacement, including consideration of the role advertisement, terms of employment, pay scale and any allowances.