

Hindolveston Parish Council

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<http://hindolvestonparishcouncilparishes.gov.uk/>

To: Hazel Carter, Claire Chapman, Wayne Jolly, Trevor Leeder (Vice-Chair), John Senior, Mary Walsh (Chair), Sarah Wiles,
CC: Mike Hankins (District Cllr), Steff Aquarone (County Cllr), SNT Fakenham

You are summoned to a Meeting of the Parish Council on Thursday 20 November 2025 at 7.30 pm in the Millennium Pavilion

Signed: (Clerk to the Council)
Public Forum

Date:

Welcome from the Chair

- Members of the public may raise matters of concern and make comments in respect of items on the Agenda before the Parish Council meeting opens.
- Reports from District and County Councillors.

Maximum time for the Public Forum is 15 minutes (subject to the discretion of the Chair).

AGENDA

- 1) Apologies and reasons for absence
- 2) Declarations of pecuniary interest in any of the agenda items listed below.
- 3) The Minutes of the previous meeting on 16 October to be approved and signed.
- 4) **Matters arising:** progress on items from previous meetings for information or reminders only. Items not on this agenda requiring decisions will be placed on the agenda for the next meeting.
 - a) To note that thanks for the donations have been received from the Air Ambulance, EACH and the Poppy Shop.
- 5) **Highways:** <https://www.norfolk.gov.uk/roads-and-transport/roads/report-a-problem>
 - a) Items to report
- 6) Street lighting
- 7) Planning
 - a) **Applications received from the District Council since the last meeting.** It is possible that further applications may have been issued since the agenda was published which may be considered by the Council. Interested parties should check the website for the most up to date list prior to each meeting using:
<http://hindolvestonparishcouncil.norfolkparishes.gov.uk/category/planning-applications/>
 - b) **To note decisions made by North Norfolk District Council**
- 8) **Financial Business**
 - a) **Account balances** on bank statements as at 30 October 2025

Business Bonus	£24,547.75
Business Premium	£525.88
Current account (<i>incl funds from Silver Band Trust Fund</i>)	£7,955.94
 - b) **Receipts** since 30 September: allotment rent £938.09.
 - c) **Regular payments** since 30 August: electricity for street lights £84.17; Nurture Landscapes £166.30; salary & on-costs.

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d) Payments for approval:

Payee	Chq. No	Amount	Date
Joanna Otte (for The Poppy Shop -wreath & donation)	101137	£26.50	20/10/25
Joanna Otte (expenses)	101138	£33.19	
Walsingham Parish Council (print newsletter Oct)	101139	£10.38	
Steward Safety Supplies (sign for car park)	101140	£25.49	
NGF Play Ltd (timber for playground repairs)	101141	£613.87	

9) To consider and set the Budget and Precept for 2026-27

a) To review the figures (spreadsheet attached)

Expected bank balance at the end of March 2026 is **£31,330**: of which

£ 370 is allotment deposits

£ 410 is the Covid hardship grant

£ 1,750 is the Defibrillator Fund (£645 was from donations)

£ 1,580 is the Silver Band Trust Fund

£ 4,000 is for the MUGA (or other playground equipment)

£15,000 is for the Pavilion

The remaining £8,155 is reserved funds (as listed)

Expected payments for 2026-27 are £20,775

Expected receipts for 2026-27 are £ 3,888

b) To determine whether or not there are any other likely calls on planned expenditure

c) To agree the precept for 2026-27:

i) suggested **£15,800**: an increase of £2000 (or just under 15%)

d) To complete the precept form for the District Council.

10) Internal Auditor

- a) Di Dann has quoted £45 (plus travel expenses if required) to carry out the Internal Audit for 2025/26. In line with the new regulations within 'Governance and Accountability March 2025' she provides evidence which supports her competency: retired member of Society of Local Council Clerks, partner in Norfolk Parish Training and Support, retired Parish and Town Clerk, CiLCA, FiLCA and PiALC qualified and she is independent from Hindolveston Parish Council.

11) Graveyard

12) Allotments

13) Recreation Ground

a) Nature Reserve

- b) **Teak Bench** in memory of Peter Patten has been delivered. The family are providing a plaque and installing the bench on the playing field. The Village Hall committee has made contribution of £140.

c) **Sign for the car park** to be erected.

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d) Play area:

- i) Regular inspection
- ii) Mark Appleford has been asked to provide a quote for the recommended repairs
 - Sand down rough areas on bench £ 25.00
 - Cut off threads on picnic bench £ 25.00
- Cube
 - Replace top timber bar £250 (you to supply timber, assuming all fixings reused)
 - Replace timbers on over-head ladder £300.00
 - Replace missing bolt caps £ 30.00
 - Rocker horse, check footing and fixings and report £25.00
 - Rocker see-saw, replace top timber bar £285.00
- Swings
 - Replace top timber on flat swings, £250.00 you to supply timber
 - Replace upright timber , £475.00 you to supply timber
 - To replace 2 no cradle seats £375.00
 - Tighten swing hangers on cradle seats £50.00
 - To supply and fit 1 new flat seat and eye bolts £125.00
 - Replace stepping post £ 150.00
 - There will be a £75.00 fee for travel expenses to and from site

Total: **£2710 (including one visit)**

The timbers will be approximately £500 delivered, all other parts are in stock. (Ordered from NGF Play Ltd - four week lead time)

e) Pavilion

f) Financial Business

- i) Account balances as at 6 Oct: current ac £1318.19; savings account £3,781.74.
- ii) Receipts since 7 Aug: £18.92 bookings
- iii) Regular payments since 6 Aug: £92.16 electricity
- iv) Payments for approval:

Payee	chq no.	Amount
Lisa Chapman (cleaning Oct + 1 hour from Sept)		

14) First Aid and Defib training

- a) Kirsty Hawkins of Orbital Training: Sessions can be run as 2-3 bite-sized workshops (1 to 2 hours each) on weekdays, evenings, or weekends. Waiting to hear if she can do a Wednesday evening.

15) Correspondence: circulated as usual via email

16) Items for report from Parish Councillors or for the next agenda.

17) Next Meeting at 7.30pm on Thursday 15 January 2026 in the Pavilion.