



Parish Council Meeting Minutes

For 12th January 2026,

7.00pm, at Dickleburgh & Rushall Village Centre

PRESENT: Cllr. A. Goodman, Cllr. L. Buck, Cllr. A. Cheer Cllr. D. Leyserman, Cllr. J. Kerr,
Cllr. P. Reekie, Cllr. R. Theobald,

IN ATTENDANCE: Ann Baker (Clerk), Matt Hill (RFO), Co. Cllr. C. Rowett,

MEMBERS OF THE PUBLIC: 1 resident

137. ACCEPTANCE OF APOLOGIES - apologies were received from: Dist. Cllr. C. Hudson,
Dist. Cllr. D. Thompson, Cllr. S. Adlam

**138. DECLARATIONS OF PECUNIARY AND OTHER INTERESTS FROM MEMBERS ON ANY ITEM TO BE
DISCUSSED** – none

**139. ADJOURNMENT OF THE MEETING FOR PUBLIC PARTICIPATION, COUNTY AND DISTRICT
COUNCILLORS:**

Co. Cllr. C. Rowett - a report was received and included in the minute file, details included: the latest information re the election of Mayors and council elections – ‘capacity issues’ making it wise to postpone the elections – no result as yet; it is expected there may be Bye-elections as Co. Cllrs. are already resigning, their three year tenure has been completed; the re-organization of county into 1,2,3, areas is still with Government; there is a pause on Tasway Park grid connection - as it missed being included in the current tranche – this could mean no connections before 2035, the first batch of connections will be completed around 2030; the Gt. Moulton project had sent a revised application, it is not clear if this will affect Norwich Rd. Solar Station as yet. Uncertainty over the Rushall BESS (Battery Energy Storage System) which is on pause, possible another site closer to Eye might be built. Cllrs. were concerned about the lack of information - as the effects on local residents, property sales etc. is unsettling. The suggestion of contacting the company or arranging a public meeting with Elymer, possibly at Rushall Church, inviting Co. and Dist. Cllrs. may assist - **ACTION** - Clerk to contact Elmer and invite them to the Parish Council meeting at Rushall Church, in June; there is a Public Consultation on Norfolk Trails; Adult Services – a recent inspection has reported that improvement is required.

Highways fund - Furze Green – both Co. Cllrs. M. Wilby and C. Rowett had contributed to this project - signage has been put in place - warning signs - pedestrians, bends along with painted sign ‘SLOW’ on the road (now covered as area resurfaced) road, gateways have been purchased by the Parish Council, the installation sites sent to A. Mayo (Highways Engineer), a short meeting in summer with Rob Newby (Highways), identified where the signs were to be placed – the signage on the Rushall side of Furze Green would be between two drive ways, in/out signs – it has been suggested that this will mean site lines could be obscured. Residents have also informed a Councillor that this is the incorrect place for Furze Green hamlet.

'Closed road' signage in Dickleburgh is unsatisfactory – the contractors erect it so early, however it is unclear where the road is actually closed – at times traffic can pass through, other times it is closed – this matter has been raised previously.

Flooding – following recent downpours, flooding across roads had been noted - Katie Spillman, the Riparian Officer for SNC had begun to sort various issues, but had recently left the post. Co. Cllr. C. Rowett suggested contacting the Dist. Cllrs. for details of the new post-holder.

Community Fund – a Councillor asked the Co. Cllr. about this fund - Co. Cllr. C. Rowett asked that a quotation is sent to her - if the bid is £500 or under, the total will be funded, if over and up to £6,000 (this is the total amount of the fund), half will be offered providing there is match funding/crowd funding in place. **ACTION** - Clerk to send details of quotes for the internal fireproof doors in the Village Centre to Co. Cllr. C. Rowett.

Bus Shelter – Co. Cllr. C. Rowett indicated there were still monies available, along with 'More Active' travel money – **ACTION** - Clerk/Cllr. S. Adlam to email a quote to Co. Cllr. C. Rowett for further details.

Orchard Grant - Co. Cllr. C. Rowett confirmed that the Town Land Trust's application for a grant had been successful.

Dist. Cllr. C. Hudson – apologies received

Dist. Cllr. D. Thompson - apologies received and report included in the minute file.

Resident - raised the topic of Public Rights of Way (PRoW) progress – the PRoW 20 - on the way to Oliver's Wood – the deterioration of the signpost from 2024, in autumn 2025 – post and sign were in broken to pieces - the resident's concern is that it's not encouraging residents/visitors to take exercise, enjoy nature etc. In contrast, Pulham Market signs have remained – it was suggested farmers need to be reminded about the upkeep of signs, taking care when sowing/harvesting the fields. The resident reported Dodds Wood PRoW 20 across to the woods is becoming narrower, in contrast to the PRoW off Harleston Road which has improved in width – it is very disheartening. The resident would be prepared to meet with Frances Salway NCC Officer to meet and walk around with her.

Co. Cllr. C. Rowett suggested that the first step should be to report it using the online system, logging the reference number, monitoring progress, if no progress seen then to contact her and she will take it further.

Letters to press might assist. Co. Cllr. C. Rowett explained - Norfolk County Council (NCC) does cut some PRoW, but not all paths in the parish appeared to be registered with NCC - there is a cutting list for PRoW, with 'set areas to be covered,' if time runs out, those uncut remain uncut. Co. Cllr. C. Rowett stated that more meticulous reporting may be required, to ensure all incidents are recorded. **ACTION** - Clerk to note in the Parish News – requesting the reference number is also passed onto the Parish Council, who can then follow through to Co. Cllr. C. Rowett. The resident indicated that he would monitor and return again in six months.

The Chair thanked those attending for their reports and information.

The meeting resumed at 8.20pm.

140. APPROVAL OF THE MINUTES OF THE PARISH COUNCIL MEETING ON 8TH DECEMBER 2025 -

The minutes of the meeting were accepted as a true and accurate record. It was resolved to approve them, proposed Cllr. J. Kerr, seconded Cllr. A. Cheer, all unanimous.

141. MATTERS ARISING FROM THE MINUTES OF 8TH DECEMBER 2025, FOR INFORMATION PURPOSES ONLY:

a. Bus Shelter (min.125a) - Co. Cllr. C. Rowett will see how much of the funding is still available.

ACTION - Clerk to liaise with Cllr. S. Adlam and obtain quotes for proposed work which was initially discussed in October.

b. Furze Green gateway signs (min.125b) - the gateway signs will be erected on Rushall Road in the near future - see minute 139

c. Progress on the hire agreement between Dickleburgh Football Club and the Parish Council for use of the pitch (min.125c) - the signed contract had been received by the Clerk

d. Drains progress (min. 125e) – quotes had been requested to improve the flush flow. **ACTION** Clerk to send reminders to two contractors.

- e. **Sugar beet waste on Norwich Road, Dickleburgh** - Cllr. P. Reekie composed an email to the landowner, which the Clerk had sent, to date there has been no response - although the pile is gradually being removed.

All other matters arising will be addressed during the meeting.

139. THE MONTHLY FINANCIAL REPORT FROM THE RFO, including notification of payments made over the last month:

- a. **Payments & receipts** – RFO circulated the list of payments and receipts for the month.

The payments and receipts were approved by those present. The budget is now in deficit with three months of the year remaining and only £300 income per month expected to cover expenditure. Reserves are being used for playing field and other projects and now day to day payments. The RFO stressed this was not sustainable. It was resolved to approve the papers, proposed Cllr. A. Cheer, seconded by Cllr. R. Theobald, unanimous approval.

- b. **Approval of the third quarter bank reconciliation**, October – December 2025 - it was resolved to approve this reconciliation, proposed Cllr. J. Kerr, seconded Cllr. P. Reekie, all in agreement

- c. **Street lighting contract changeover update** (Nov. min.110) - the new contract began on the 2nd January 2026, although it is unclear about the usage for the 1st January 2026 as the existing contract ended on the 31.12.2025 - it is anticipated that the invoice will clarify this matter.

- d. **Action to approve issues raised by the EICR report** (min. 125d) - repairs at the Village Centre - items coded C3 – item 5 replace spotlights in the Main Hall with LED spot lights , item 6 replace six outside lights controlled by dawn to dusk sensor

Mikeys Bar - item 3 replace metal clad sockets under the Bar and rewire two sockets that have been spurred off

The Little Chippy - item 1 replace the strip light in the kitchen, reroute the ear and meter tails into a new stuffing gland on the fuse board

Bowls Club - item 1 surge protection device, supply and install a stand-alone surge protection device into the incoming supply cables which feed this property

Clerk has sent a request for a date to complete the work to Aaron Stebbings.

It was recommended that this part of the outstanding work is commissioned as soon as possible and within this financial year – proposed Cllr. P. Reekie, seconded Cllr. L. Buck, all agreed. **ACTION** - Clerk to contact A. Stebbings and circulate information to all. The remainder of the work will be planned for by a joint group from the Village Centre and Parish Council with the assistance of grant funding – **ACTION** - Finance meeting – to co-ordinate where grants are required – Mon. 19th January, 4.00pm at VC.

- e. It was agreed to prepare a grant applications to replace the main fuse boards and accessories, along with replacing the internal doors at the Village Centre - see minute above

- f. **An overview of Grant Funding Policy** – RFO prepared a paper outlining funding opportunities within South Norfolk and sent examples of groups and organisations that have been successful. He stressed that it was essential for the Parish Council to be well prepared and proactive when seeking grants. RFO, Matt Hill and Cllr. P. Reekie had worked together to amend/prepare a revised Grant Policy for Individuals and Community Organisations by the Parish Council to be published on the website along with an indication of any remaining monies under this budget heading to the end of the year. **ACTION** - Cllr. P. Reekie and the RFO, Matt Hill to complete, circulate to all councillors, presenting the information at the February meeting.

The Chair thanked the RFO for his presentation.

140. SHORT REPORTS FROM THE FOLLOWING WORKING PARTIES:

- a. **Village Centre Committee** – Cllr. J. Kerr presented a short report which included: the disabled toilet leak and toilet seat had been fixed; there had been a successful Bingo evening, prompting another session for Easter, work is progressing on the details linked to the trustees, in general everything is moving forward steadily.

- b. **The Personnel Working Group** - Cllr. J. Kerr and Cllr. A. Goodman had met to agree the 'Performance Management targets for the Clerk. It was agreed to set the review date as September on an annual basis. **ACTION** - Clerk agreed the targets set and signed the paperwork.

141. PLANNING APPLICATIONS AS RECEIVED FROM SOUTH NORFOLK COUNCIL: none

- a. **Planning application 2025/4010 Works to tree in Conservation Area – The Granary, The Street, Dickleburgh** - a walnut tree – to trim the canopy by 30% and remove a bough - noted
- b. **Receipt of any applications received prior to the meeting and which Councillors have been advised** - none
- c. **Planning Decisions - Receipt of Consultees reports made by SNC:** none

142. HIGHWAYS AND PROW REPORTS:

- a. **Highways** - (i) Weight restrictions on Rectory Road – resident has reported that lorries are not abiding to the weight restrictions - **ACTION** - Clerk to send Matt. Hill the police contact details (ii) Rectory Road verge and bank – Clerk to liaise with Cllr. S. Adlam (iii) Ipswich Road verge and hedge and a large bush next to The Gables – the landowner is SNBC, the tenant is Vic Prewer – **ACTION** - Clerk to liaise with Cllr. S. Adlam to contact the landowner and tenant.
- b. **PROW:** see minute 139 raised by resident and response from Co. Cllr. C. Rowett

143. PLAYING FIELD REPORT: Receipt of play inspection weekly reports:

- a. **Monthly Play Inspections** - Cllr. J. Kerr reported the weekly inspections are ongoing, the monthly inspections are successful, Clerk received the recent reports for filing. A monthly joint inspection is due. At present there are no actions.
- b. **Repairs to other play equipment & an update on the action plan** – the Clerk had contacted NGF requesting a date for repairs. There was a response from NGF that the repairs had been completed that day. **ACTION** - upon receipt of the invoice the Clerk will pass it onto to the RFO
The Chair thanked Cllr. J. Kerr for his report

- 144. Information regarding: (i) laptops, email/domains** - PST, close system – it was unclear what this was referring too – Clerk to liaise with Cllr. S. Adlam - it was suggested to keep the Clerk's and Booking Clerk's emails .org.uk address open for year (ii) **SPAM** - Some councillors reported that they are still receiving SPAM – **ACTION** – Cllr. A. Goodman stated email details to be sent to the Action Fraud group, he will circulate details in due course. Clerk to speak with NALC to find discover if this problem is bigger than just our Parish. (iii) **website activity** - Cllr. R. Theobald reported that he is gradually working on various aspects, but it is not an easy site to work on (Word Press), and far more difficult to edit than before despite assurances to the contrary from NALC/Clerk when the new system was recommended; A suggestion re the website was that social sites are added to the website in order that people can go straight to the relevant society; N.B - all information for the website should be sent as a pdf document or jpeg pictures to assist when adding to the site – **ACTION** – Cllr. R. Theobald to conduct an overhaul of the website and report on potential developments/improvements. Website to remain an agenda item for the next few months.

- 145. INFORMATION TO NOTE:** a. **National Grid** – 'Norwich/Tilbury update – the Town & Country Planning Assoc. will organize a series of webinars impartially, outlining the case for the Norwich/Tilbury project b. **the SNBC Local Government Re-organization** consultation concludes on 11th January 2026 c. **The Great Collaboration** – next meeting date Fri. 16th Jan.'26

146. MATTERS OF INFORMATION FROM COUNCILLORS:

- **Clerk – Dickleburgh Crown** – resident complaint re the amount of information on the windows and doors - it would appear that the pub has now closed, along with the Half Moon in Rushall (ii) **footbridge onto Gladwych site** - resident enquiring if this is a PROW, offering a quote to

replace weak crossing planks (iii) resident reported a fallen tree from a private garden on the edge of the playing field path - this has recently been partially cleared (iv) Norfolk & Waveney Talking Therapies/Well-being Champions training - Tues. 27th Jan.'26 at Hempnall, 6 - 8 pm

- Cllr. L. Buck - flooding at Furze Green had been reported to Co. Cllr. C. Rowett
- Cllr. A. Goodman - also reported that there is speculation within the community about both pubs – The Crown and The Half Moon are or will be closed. Councillors were reminded that the Parish Council had applied for The Half Moon to be registered as a Community Asset – **ACTION** - Clerk to contact SNBC to make sure they are aware – particularly if it is put up for sale

147. DATE FOR THE NEXT MEETING & RECEIVE ITEMS FOR THE AGENDA:

MONDAY 9TH FEBRUARY 2026, 7.00PM, DICKLEBURGH & RUSHALL VILLAGE CENTRE

The Chair thanked all Councillors for their attendance and contributions
The meeting closed at 9. 45p.m.

SIGNED

DATE