



Parish Council Meeting Minutes

For 9th February 2026, 7.00pm,

at Dickleburgh & Rushall Village Centre

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

IN ATTENDANCE: Ann Baker (Clerk), Matt Hill (RFO)

MEMBERS OF THE PUBLIC: Dist. Cllr. C. Hudson

152. ACCEPTANCE OF APOLOGIES - apologies were received from: Co. Cllr. C. Rowett,
Dist. Cllr. D. Thompson, Cllr. L. Buck - accepted

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

154. 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.

Dist. Cllr. C. Hudson – noted that the Neighbourhood Plan report from the Examiner had been approved in January by SNC, the referendum was planned for Thurs. 19th March – he noted the removal of the site allocation policy meaning the Parish does not have a current site for the Village Clusters Allocation and therefore developers may submit applications for any sites.

South Norfolk Council matters: the budget - it is expected that £5.00 will be added to Band D properties.

The Community Action Fund had released another round of funds. It is intended that next year's with limit £250,000 as many places have and could benefit from a project application. The Community Awards nominations are now open until the 15th May.

There had been a fire at the recycling site (there are still a considerable number of any people employed to sort the refuse) - a request not to put batteries in bins had been launched, particularly laptops. A councillor asked about the use of different recycling bins - Cllr. C. Hudson replied there was a kerbside small electrical service being trialled currently.

The solar application on Norwich Road – there is still a relevant standing objection – agents and consultant have tried to address some points. Cllr. C. Hudson has not withdrawn the request for this application to go to a public committee, in order to provide the opportunity for the public to raise concerns. Dist. Cllr. C. Hudson added that a decision would not be made without talking with him.

A councillor enquired about the application for the house on the edge of Dickleburgh Moor – the Neighbourhood Plan – indicated the weight of opinion about houses within the settlement, although this is outside the settlement boundary – there are a number of issues flooding of gardens, garages etc. Cllr. C. Hudson responded that he had in the past supported the Parish Council, however not in this case. He appreciated all the time spent on the Neighbourhood Plan, but his opinion was that their impact would not be as strong in the future. However there is still a need as a parish to point out contentious applications. The Chair thanked for his patience, tolerance and support.

Co. Cllr. C. Rowett - a report was received and included in the minute file.

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

The Chair thanked those attending for their reports and information.

The meeting resumed at 7.23pm.

155. APPROVAL OF THE MINUTES OF THE PARISH COUNCIL MEETING ON 12th JANUARY 2026 -

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

156. MATTERS ARISING FROM THE MINUTES OF 12TH JANUARY 2026, FOR INFORMATION PURPOSES ONLY:

a. Bus Shelter (min.141a) - currently a quote from Tim Playford is awaited, there is rot at the bottom of main supports. Co. Cllr. R. Rowett had visited the locality and suggested there might be a need for bus shelter closer to the bus stop. The mossy roof which is important ecologically and for carbon sequestration could be moved, if the shelter is to be taken down and moved closer to the actual bus stop. It was noted there are still a lot of decisions (including ownership, responsibility, and permissions) that need to be taken and costs identified before any work takes place. **ACTION** - Cllr. S. Adlam send a reminder to the carpenter.

Regarding the route to the surgery - Daniel Yellop (NCC) has accepted that there is need for a free bus service for the rural isolated/poverty – the lunch time bus will take to residents, free of charge to the Surgery, the bus will remain in Pulham to return passengers to Rushall and Dickleburgh. Daniel Yellop is investigating the possibility adding a stop in Rushall, outside the Half Moon, along with a stop on Rectory Road. Parishioners should be aware that in rural environment any bus can be hailed and it should stop to pick them up. **ACTION** - when the route has been confirmed the Parish Council will promote it so all are aware of the opportunity. Co. Cllr. C. Rowett hoped to add an additional route to include Shimpling and Burston through to Diss.

b. Furze Green gateway signs (min.141b) - money had been committed by the Parish Council and the County Councillors, the gates had been made and received. The positioning of the Furze Green gateway had been confirmed by Highways Officers in August 2025. The sign on the Needham Market side is on the highways verge, which Gary Overland (Highways Engineer for Needham Market) has agreed too. **ACTION** - the gateways will be erected in the near future, weather permitting. It was agreed NCC guidelines need to be complied with to avoid possible future claims.

c. Drains/flush system progress (min. 141d) – the Village Centre had received two quotes and a contractor had been appointed to change the flush mechanisms in the ladies toilets. Dice 1 plumbers will carry out the work, the Village Centre will settle the invoice.

d. Neighbourhood Plan progress - this is progressing apace - neither South Norfolk (SNC) nor the Neighbourhood Plan team are contesting the recommendations. A date for the Referendum has been set for Thurs. 19th March, 7.00am – 10.00pm. SNC have advised not to hold a public meeting. The preferred site specified in the plan raised an objection from Highways stating there was restricted vision, on this and other grounds raised by the Examiner the policy for site allocation had been withdrawn. SNC suggested a flier would be permissible outlining briefly the content of the Neighbourhood Plan. Enquiries revealed that 730 copies would be required for the two village. Quotes from Town & Country for £121.00 and the Parish News of £35. It was resolved that an A4 flier be commissioned, printed and delivered by the Parish News, proposed Cllr. P. Reekie, seconded Cllr. J. Kerr, all agreed. **ACTION** - the consultant will be asked to design an A4 flier, the cost for this is included within allocated funds.

e. Reporting scam emails (min.147) - Cllr. A Goodman had sent the contact email address to all councillors. The original email contact no longer exists, he requested if any Councillor receives an email purporting to be requesting 'help' that it should be sent to phishing@gov.uk and cc to the Clerk. It was noted that the move to a .gov.uk email had been set up for issues like this, **ACTION** - Clerk will forward this information to Norfolk ALC and query why this is still happening.

- f. **Invite to Regener8 (Solar Farm off Norwich Road) re a community Fund** (Dec.min.131c) - Clerk sent an invite, response awaited – **ACTION** - Clerk to send a reminder of the Community Fund; contact Elyma (BESS) group inviting them to the June Parish Council meeting in Rushall.

All other matters arising will be addressed during the meeting.

157. 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. It was resolved to approve the papers, proposed Cllr. J. Kerr, seconded by Cllr. R. Theobald, unanimous approval.

- b. **Action to approve issues raised by the EICR report** (min. 142d) - repairs at the Village Centre had been arranged.

Village Centre - items coded C3 – item 5 – replacement of spotlights in the Main Hall with LED spot lights, item 6 replacement of six outside lights controlled by dawn to dusk sensor – supplier had not received the items to date and so the work is not as yet complete.

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 – due to illness this had been postponed.

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 – due to illness this had been postponed.

ACTION - the Clerk had sent a request for a date to complete the work to Aaron Stebbings Electricals.

- c. **Funding to support the main fuse boards & internal doors in the Village Centre** - meeting held on 19th and 26th January 2026 – it had been suggested the process to improve the building, enhancing usage and also justify the improvements already mentioned.

Cllr. P. Reekie, Cllr. J. Kerr, Cllr. D. Leyserman, Cllr. R. Theobald and Cllr. A. Goodman would progress this matter. Cllr. A. Cheer expressed an interest in researching nature recovery funding.

- d. **Community Grants for Groups and Individual** – the Grants Working Party met. New application forms had been drawn up and approved. The budget for 2026/27 for grants would £3000. It was resolved £1000 would be allocated for churchyard donations in the Parish. The remaining £2000 to be allocated to groups and individuals complying with terms of applications. The new forms were to be added to the website. It was recommended to the Grants Working Party that funding be released on a phased basis throughout the year. This to be outlined on website. It was resolved to recommend approval of the new forms, funding and allocation by the Parish Council, proposed Cllr. P. Reekie, seconded Cllr. J. Kerr, all in agreement. **ACTION** – Cllr. P. Reekie would make minor amendments to the form before sending the paperwork to the website for Cllr. R. Theobald to add to the site.

- e. **S137 Expenditure for 2026 – 2027** - Information provided by the Ministry of Housing, Communities & Local Government (MHCLG) confirmed the appropriate sum for section 137 (4) (a) of the Local Government Act 1972 - the new limit will be £11.60 per elector, representing an increase from the 2025/26 figure of £11.10 - these monies can be used to support project/grants within the Parish.

- f. **Training courses** - Cllr. A. Cheer recently attended induction training which had been very useful, he will write a short report; **ACTION** - Clerk had sent details for this training Assertion 10 – Digital & Data compliance – the Chair, RFO and Cllr. R. Theobald expressed an interest in attending, dates to be confirmed.

The Chair thanked the RFO for his reports

158. SHORT REPORTS FROM THE FOLLOWING WORKING PARTIES:

- a. **Village Centre Committee** – Cllr. J. Kerr presented a short report: there had been steady progress – bookings, repairs, revised booking procedures etc. Another Bingo session had been planned for Friday 20th March – an Easter themed session - support would be

appreciated, other events a family quiz, further bowls session, sun flower competition were in the plans.

- b. The Grants Working Group** - presentation by Cllr. P. Reekie & Matt Hill, RFO - see item 157d
- c. Joint Working Party** – PC & VC members to oversee preparation of grant applications for fuse boards & internal doors – see item 157c.

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

- a. Planning application 2026/0068 Tree works in Conservation Area – 29 Rectory Road, Dickleburgh** – silver birch to be removed as too close to property and causing damage to the paving
- 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:** (i) **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 - approved 28th January 2026 (ii) **2026/0068 29 Rectory Road, Dickleburgh** - removal of silver birch – approved 3rd February 2026

160. HIGHWAYS AND PROW REPORTS:

- a. Highways** - (i) Weight restrictions on Rectory Road – there was nothing to report (ii) Rectory Road verge and bank – the matter had been matter resolved - the hedge cut, although more work could be carried out to remove soil that's encroaching on the pavement, however it is now passable for buggies, mobility scooters etc. (iii) Ipswich Road verge and hedge and a large bush next to The Gables – the landowner is SNBC, the tenant is Vic Prewer - Cllr. S. Adlam will send a reminder
- b. PROW:** see minute 139 raised by resident and response from Co. Cllr. C. Rowett. Matt Hill submitted a request in September 2025. He received a response in February 2026 saying Norfolk County Council (NCC) were monitoring - request closed.

Response to request re flooding in Semere Green Lane received saying issue was known and report closed. RFO to liaise with Co Cllr Rowett. It is the landowners responsibility to cut any PROW crossing their land - **ACTION** - Clerk to prepare a map identifying the PROW in the Parish and identifying ownership of their land it crosses and a letter to landowners with a PROW letter requesting a minimum of two cuts per year.

The resident at the previous meeting had written to the EDP suggesting they setup a campaign for volunteers to cut PROW.

It was agreed that the Parish Council needed to work with landowners, community groups and volunteers, encouraging landowners to carry out their duties and others to report issues. **ACTION** - Clerk to confirm with Frances Salway that NCC would continue to cut FP1 twice a year. Once the Clerk had made contact with all landowners a note in the Parish News of this action would be added. It was agreed to review the situation in September. Clerk to forward the email from Co. Cllr. C. Rowett to resident, along with Clerk's details of the past history.

161. 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 had received the recent reports for filing. A monthly joint inspection is due. The Spiders Web unit is showing signs of softness at base, which will be monitored overtime, as are the old infant swings. Cllr. J. Kerr to contact NGF re soft posts and possible metal legs to protect these posts.

The Chair thanked Cllr. J. Kerr for his report

162. Annual Parish Meeting - this must be held between the 1st March & 1st June inviting residents, local organisations, School etc. , to report on their activities throughout the year, or any issues, or to suggest possible projects for future. The date Monday 27th April was agreed, a possible theme and format of the meeting will be considered at the March meeting.

163. Information regarding: (i) laptops, email/domains - PST (a Microsoft system for retaining emails). Cllr. S. Adlam provided a basic outline of the issues – theft of identity, fraud, loss of data - following discussion it was suggested that the Clerk's and Booking Clerk's emails remain open until the close of the remainder of the year (to 26th July 2026). Cllr. S. Adlam recommended that a quote is requested for maintaining the ownership of the Parish Council .org.uk domain name. Failure to do so could enable someone to buy the domain and use it as they saw fit. **ACTION** - It was agreed that the .org.uk email site is closed, all councillors are using the gov.uk emails

Anti-virus protection - Cllr. S. Adlam indicated that Windows Defender has its own antivirus protection within the product, therefore there was no need to purchase an additional product **(ii) SPAM/Phishing emails** - as stated in item 156c Cllr. A. Goodman had circulated email details for the Action Fraud group. The Clerk will talk further with Norfolk ALC to discover if this problem is bigger than just our Parish. **(iii) website activity** - Cllr. R. Theobald has been working steadily through various pages of the website. This is not an intuitive website, which makes using it more complex.

164. 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 GNLP** is evidence gathering, this had been prompted by the National Planning reform and Government when calculating housing needs, it is open from the 9th February to 23rd March 2026. (c) **The Great Collaboration** – the next meeting date Wed. 11th Feb. at 12 noon, the topic - 'Community resilience,' anyone with an interest in community collaboration in its widest sense is invited to join. The sessions can also be accessed via <https://wiki.greatcollaboration.uk/knowledgebase/events/banter-sessions-inc-table-of-all-sessions/>

165. MATTERS OF INFORMATION FROM COUNCILLORS:

- **Clerk – (ii) footbridge onto Gladwych site** - resident enquiring if this is a PROW, offering a quote to replace weak crossing planks by his company. Clerk to respond thanking him, declining the offer as the site is privately owned and does not have a PROW.
- **Cllr. A. Goodman** – Robert Alexander, confirmed the hedge cutting on the Playing Field will be carried out prior to the end of the month of February/early March. **ACTION** - Clerk to alert residents that about the Playing Field of the work to be carried out at some point in the next few weeks.

Rushall caravan site – activity is being monitored still by SNC.

Re the vision for Rushall Village - SNC planning responded that there is no actual vision for any community in South Norfolk - a description of the Village can be found in the Greater Norwich Local Plan (GNLP)

Matt Hill – Litter pick - it was noted that a Spring litter pick is generally organised for this time of year. The weekend of Fri. 10th – 12th April was agreed. Dickleburgh arrangements would be for Sat. 11th April, 9.30 to 11.30. Clerk will liaise with Cllr. S. Adlam re the school involvement, Cllr. A. Goodman to liaise with Smurfit Westland for their involvement or support. Clerk to contact Sam Johnson to liaise with the Beavers/Scouts.

- **Cllr. D. Leyserman** - noted that the hedge bordering St. Clements would benefit from trimming to encourage growth/thickening at the top - Cllr. A. Goodman will contact Ben Potterton to arrange. Cllr. D. Leyserman enquired about the possibility of a Commons meeting at some point in March

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

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

The Chair thanked all Councillors for their attendance and contributions
The meeting closed at 9.37 p.m.

SIGNED

DATE