

WOODTON PARISH COUNCIL MEETING

Minutes of the Parish Council meeting held on Tuesday 20th
January 2026 at 7.30pm

Present:

Cllr Jane Wickstead (JW) – presiding, Cllr Richard Denny (RD), Cllr Adam Fairhurst (AF), Cllr Fiona McCrostie (FM), Cllr John Turner (JT), Cllr Steven Webb (SW), Cllr Caroline Wells (CW), District Cllr Chris Brown (CB), and Yvonne Wonnacott – Parish Clerk (YW).

Apologies:

None.

Members of the Public:

Three.

2025/085 Chairs welcome (to include any apologies for absence for approval)

Chair welcomed all present to meeting.

2025/086 To receive declarations of interest

None.

2025/087 To approve a time limit for the meeting

Chair advised will aim to finish within 1.5 hours.

2025/088 To agree the minutes of the Parish Council (PC) meeting held 9th December 2025

Cllr Wells proposed minutes of the PC meeting held 9th December 2025 as previously circulated to be agreed as correct, seconded by Cllr Webb and unanimously agreed. Minutes signed by Chair.

2025/089 Matters arising from the minutes of the PC meeting held 9th December 2025

Recycling/waste bins, village hall

Cllr Turner confirmed he was taking out the recycling and general waste bins in-line with weekly collections.

Precept, for financial year 2026/27

Noted precept submitted and confirmation of receipt received.

Footpaths

Previously reported fallen tree on footpath had been removed, second fallen tree on footpath, however this had been moved to one side so causing no obstruction to path.

Proposed base station upgrade

Chair approached by landowner asking if upgrade needed to go through planning system, Chair advised upgrades are not required to go through planning system. Chair contacted Planner at Avison Young requesting them to approach landowners prior to commencement of any works.

Clergy licensing invitation

Chair attended licensing service of Revd Canon Susanna Gunner who will be looking after the Woodton parish in her new role involved with both the Hempnall Group and the Brooke Benefice.

Safer at the Gates Campaign

Noted response received back from Ben Goldsborough MP advising Church Road falls under the new Waveney Valley constituency, therefore PC would need to contact Adrian Ramsay

MP. Email sent to Adrian Ramsay MP 19/12/25 requesting support in relation to Church Road and PC's request to reduce speed limit for entire length of Church Road to 30mpn, no response received to-date.

2025/090 Adjournment for public participation

Members of public present advised had attended meeting as interest in planning application 2025/3930. Agreed members of public would be invited to speak when this application was discussed later in the meeting. Email correspondence received from parishioner in relation to the flashing 20mph sign situated on the B1332, outside the school. Parishioner advised sign had been defective for several months and they had reported it using the Norfolk County Council (NCC) Highways online form on three occasions. Received response advising sign was inspected in November and found to be in good working order, advised that exposure to sunlight (or lack thereof) would affect its power. Parishioner had video footage of the sign for Norwich-bound traffic working perfectly, while the sign for Bungay-bound traffic is not working. Parish Clerk to email NCC Engineer to request their assistance – **YW**.

2025/091 County/District Council report(s)

District Cllr Brown provided update to meeting, key points summarised as follows.

- Local government reorganisation – Moving forward. Government consultation closed, awaiting decision. Expect decision March 2026. Potential impact on elections, believe NCC elections (County Council) will proceed in May 2026.
- Devolution – Mayoral elections put back to May 2028.
- Budget – District Council putting together budget. Government giving three-year settlement, each year of settlement funding decreases.
- Changes to capital expenditure programme, looking to increase Community Action Fund.
- Food waste collections will be starting May-July with phased starts.

2025/092 Village hall

Cllr Wells provided update to meeting, key points summarise as follows.

- Due to age of village hall and financial restraints had to re-assess priorities.
- The flat roof on the extension requires repairs as in present condition is leaking, due to financial restraint unable to insulate, standard repairs to be conducted at approximate cost of £6,000.
- In addition to roof repairs, works to floor to be undertaken and inside decorating works.
- Application submitted to Defra small projects fund, to get 20% back off expenditure
- Every 5 years an electrical inspection report is required for insurance, approximate cost of report £1,000
- Broadband to be fitted 26th January 2026.

Members grant – District Cllr Brown to confirm funds available in current Members grant – **CB**. Noted District Council advised PC is to receive two CIL payments in relation to planning application 2023/1386. First payment @ £12,867.88 in April 2026 and second payment @ £38,603.65 in April 2027. An open space off-site contribution (S106) of £89,790.92 (indexed linked) to be “applied to the provision of open space serving or likely to serve the development”, to be paid prior to the occupation of 50% of the dwellings. Noted that S106 agreements are unique to individual developments. PC agreed in principle that 50% of £12,867.88 CIL payment to be allocated to village hall. Thanks, expressed to Cllr Wells for her continued work.

2025/093 Finance matters

Expenditure for approval/to be noted, as per Finance and admin report

The following items of expenditure were formally noted and/or approved.

- HMRC, quarter three, Parish Clerk @ £213.23
- Parish Clerk gross pay, January & February @ £477.10 per month
- Parish Clerk pension, Nest, January & February @ £52.48 per month
- Parish Clerk expenses, December @ £43.93, includes £2.25 vat & £17.71 Microsoft annual subscription
- NGF Play @ £299.12 + vat, zip wire repairs & maintenance as previously agreed, to be funded through CIL.

Legacy received

Agreed to engaging identified contractor to produce owl sculpture at approximate cost of £750.00, including installation – **RD**.

2025/094 Planning

Applications received to date for consideration

Tree Preservation Order (TPO) SN0784 and SN0786 – Noted PC responded supporting both TPO's.

2025/3930, Land at Hempnall Road. – Chair opened meeting for public participation. Three members of public in attendance were in objection to application. Cllr McCrostie provided overview of PC's draft response, objecting to application. Agreed for PC to submit objection as previously circulated – **YW**. Members of public encouraged to submit their own objections.

2025/2954, Land on the junction of Sunnyside and Chapel Hill – PC noted amendment had been made, however this had not addressed issues previously raised, agreed PC to submit response advising to this effect – **FM/YW**.

Decision notices received to date

None.

Church Road development

Chair liaising with Chief Executive Officer of Crocus Homes. New site manager will be on-site February/March, Chair and Vice-Chair to attend on-site meeting once in place – **JW/FM**. Person in place on-site full time to meet and manage vehicles/deliveries etc.

East Pye Solar Panel project

Proposed to wait for formal planning application before submitting any further formal response.

2025/095 Environmental matters

Footpaths

Identified signs which will require replacing in near future, list to be provided to Parish Clerk for reporting to NCC Highways – **RD/YW**. Low branch on footpath off Hempnall Road adjoining verge of Bedingham, to be investigated further and permission sought from house owner for Tree Warden to inspect and cut back as required – **RD**.

2025/096 Administrative updates

Speed Awareness Machines (SAM's)

Two previously vandalised machines repaired and back in position, padlocks on boxes attached to posts. Thanked expressed to Cllr Webb for his work. Battery had been stolen from camera situated on Church Road, PC unable to provide date of incident. Agreed SAM to be moved nearer houses to be more visible - **RD**.

Defibrillator

No response received to correspondence sent to Bedingham Parish meeting to request at their next meeting they consider a small annual contribution towards the running costs of

defibrillator. Noted meeting might not have taken place yet, Parish Clerk to follow up request – YW.

PC newsletter

Previously agreed to look at sponsorship towards annual printing costs, identified local organisations to be contacted to request consideration of sponsorship – JW.

2025/097 Community Wood/Ravens Den

Transfer of second area of land

Update received from Community Assets Management Officer, advising investigating advertising sources, as original quotation received not feasible.

Norwich Probation Service

Next visit 8th/9th March, to continue painting of railings around parish, Chair to source further paint – JW.

General

Wood chippings required for future works, PC to look into future sources – ALL. Parish Clerk to contact Tree Warden to ascertain if aware of any sources of chippings – YW. Repairs to zip wire complete. Remaining outstanding actions from annual inspection report to be investigated over next few weeks – AF/SW. Chair liaising with contractor with regards to new gate at entrance to Ravens Den, awaiting outcome of survey.

2025/098 Correspondence and consultations

Norfolk County Council Consultation PRZ267, Church Road in respect of the proposed 30mph speed limit reduction.

PC to respond advising strongly in favour to proposal and would request that a 30mph flashing speed sign is included as part of this proposal – YW.

2025/099 Date of next Parish Council meeting, 17th March 2026, and items to be considered for agenda

Councillors to advise Clerk of any items for agenda – ALL.

2025/100 Chair's announcements

Bottle bank

To note village hall receives annual payment of £200.00 for hosting bottle bank facility.

Anglian Water pumping station, Hempnall Road

Complaints received in relation to state of area, Chair reported and area to be tidied up.

Dog fouling signage

New signage erected.

Village hall postcodes

Transpired previously village hall had three allocated postcodes, now only one allocated postcode.

Meeting closed 8.36pm.

Minutes prepared by Yvonne Wonnacott, Parish Clerk, 21/01/26

Approved:

Date: