

# Pulham St Mary Parish Council

Clerk to the Parish Council

Lisa Shulver

59d High Road

Wortwell

Harleston

Norfolk

IP20 0HA

Tel: 01986 788048

Email: [clerk@pulhamstmarypc.org.uk](mailto:clerk@pulhamstmarypc.org.uk)

Website: [www.pulhamstmarypc.org.uk](http://www.pulhamstmarypc.org.uk)

## Minutes of the Parish Council Meeting held at the Pennoyer Centre, on Tuesday 13<sup>th</sup> January 2026.

The meeting commenced at 7.30 pm.

**Present:** Cllr Scanlan, Cllr McDaniel, Cllr Boardman, Cllr Yaxley and Cllr Andersson Hewitt. County Cllr Wilby and the Clerk and 1 member of the public were also in attendance.

### 1. Welcome.

The Chairman, Councillor Scanlan welcomed everyone to the meeting.

### 2. To consider apologies and reason for absence.

Apologies were accepted from Cllr Hilton, Burrige, Freeman and District Cllr Thompson.

Cllr Andersson Hewitt has given apologies for meetings from February – June because of education commitments. To ensure sufficient cover for banking approval, Council ratified deferred power to allow Cllr Andersson Hewitt to continue approving parish payments set up by the RFO, when monthly accounts have been pre-approved in accordance with council business and financial regulations. Cllr Andersson Hewitt will only be asked to complete this action if no other appropriate councillor is available.

### 3. To consider declaration of interests and dispensation

Cllr Scanlan declared interests on matters relating to Pennoyers and Cllr Scanlan and Cllr McDaniel declared interests on matters relating to PYEP.

### 4. To approve minutes of the last meeting held on 9<sup>th</sup> December 2025

The minutes of 9<sup>th</sup> December 2025 were ratified as a true record of the meeting and copy signed by Cllr Scanlan

### 5. To discuss matters arising from the last meeting – for information only.

#### Parish Website.

All news items and statutory records have been updated.

#### Village/CIL Maintenance and Projects.

Waveney Trees will remove the shrub/tree in the ditch in Station Road, work commencing 15/1/26.

ITFC are currently still using a generator to supply their flood lights but would like to ultimately use mains supply. Council discussed the ongoing use of South Green and power supply; As registration of the land will remain ongoing for some time, arrangements need to be discussed on the site users contributing towards expenditure.

**ACTION** the Clerk will invite the Mens Shed and ITFC to the February meeting and this item will be included on the agenda.

A request has been received to erect a tree in the village centre (green area near bench) Councillors agreed area is not suitable. They will only permit memorial plaques as previously discussed.

An invite has been received to attend an armed forces training event on 5<sup>th</sup> March 2026. The Chairman confirmed that Nick Navarroallen, the new armed forces champion, volunteer would be happy to attend.

**ACTION** the Clerk will accept on his behalf and also ask, as Nick is new to the role and for ongoing continuity, if the Chairman can attend with him.

**6. To receive the Chairman's Report**

The Chairman welcomed everyone to the first meeting of the New Year.

**7. To receive County and District Councillors Reports**

The County Councillor Wilby provided a report. Copy attached.

District Cllr Thompson provided reports. Copies attached.

**8. Public Forum**

*One member of the public was present to observe only; No public matter were presented to Council.*

**9. Items for discussion and ratification**

2025/2297 The Beeches, Station Road – variation to conditions – **support was submitted approved with conditions 11/12/25**

2025/2308 The Beeches, Station Road – variation to conditions – **support was submitted approved with conditions 11/12/25**

2025/2513 & 2515 Listed approval - Post Office Stores – replacement of air condition units/fridge compressor and 2025/2515 Listed building consent. – **support was submitted 15/9/25**

2025/2994 Reserved matters 2022/1353 Proposed development of 2 properties South of Norwich Road - **Support submitted for the environmental report.**

2025/3324 Crossingford Barn, Doctors Lane, Retrospective listed building to rebuild outbuilding flint wall – No objections were raised, **support submitted 13/11/25**

2025/3516 Garlic Farm, Replacement of Gothic Window **support submitted 10/12/25**

**New applications**

2025/3564 Grid reference 622280 288264 North Green Farm Installation of 32 solar panels on headland of agricultural field to be fitted in ground mount frames **Following consideration Council ratified a submission of approval with a recommendation to consider installation on existing buildings if possible. Submitted 14/1/26**

- **To consider GM contract for 2026 (if available).** The Clerk has communicated with the current contractor who has indicated he would be happy to submit a tender to continue, increasing annually by inflation. **ACTION** the Clerk will work with the contractor to provide documentation for consideration at the February meeting. The Clerk has used inflation in the budget preparation.
- **To consider requests from local groups for financial support for 2026/27.** Council considered a request from Harleston and Redenhall Town Council to support the provision of free parking in Harleston. Council continue to be committed to supporting parking in the market town, as this provides provision for Pulham St Mary parishioners to park and shop locally, and supports local businesses. The last payment was £500.00 in 2024/25. Cllr Yaxley proposed £500.00 for 2025/26 period, to be taken from the BCC refund, set aside to support community access to facilities. This was seconded by Cllr McDaniel and unanimously agreed. It has been brought to councils attention that some residents of the market town are unaware that funding for the facility is sourced and provided by other local communities/villages. **ACTION** the Clerk will respond to Harleston and Redenhall Town Council, advice of donation to be made and request that mis information is addressed to ensure credit for support is advertised. The Clerk will also ask for details of the overall cost of providing this facility to enable a consideration of proportionate support going forward.

Ongoing consideration of a request to continue supporting the PYEP for 2026/27, will be considered within budget and precept consideration. No other request have been received at this time.

## 10. Accounts

- **To consider income and expenditure for 2025/26 to date, and draft 2026/27 budget** Council considered the income and expenditure document prepared by the RFO/Clerk. Council agreed to continue current years policy to set aside funding of community projects. Councillors ratified approval of the budget schedule for 2026/27 copy will be available on the parish website.
- **To consider the precept for 2026/27** Council ratified an increase of the precept request to £27,250.00 for 2026/27 to meet budgeted expenditure. As the tax base for 2026/27 has increased to 348 this will equate to a charge to the average D Band of £78.30 pa an increase of £1.56 pa or 2.03%
- **To ratify income and expenditure for January 2026**  
Council ratified all income and expenditure for January 2026. The balance following presentation of the listed Income and expenditure will be £78,650.38

**Additional payment will be raised for Ulric Ltd for web hosting for November and December. Council ratified a monthly direct debit mandate for £15.00 +vat to commence 25/1/26 for Ulric Ltd for future payments for web hosting.**

**Council ratified the bank reconciliation for Dec and accounts for January, Cllr McDaniel approved the Bank Reconciliation and Cllr Andersson Hewitt will authorise the payments set up by the Clerk.**

**The Clerk will assess anticipated short-term expenditure and evaluate the current and savings balances**

PULHAM ST MARY PARISH COUNCIL				
ACCOUNTS : MONTH : Jan				
INCOME:	Amount	Description		
Allotment Plots 4, 18 & 19	£98.86	Allotment Rent		
NCC Bus Shelter Grant	£3,350.40	Grant funding		
<b>TOTAL INCOME</b>	<b>£3,449.26</b>			
<b>Cheques to be paid:</b>				
EXPENDITURE:	Gross	VAT	Net	Description
Pennoyers	50.00	-	50.00	Room Hire November
Eon	11.05	0.53	10.52	Supply to South Green
Wave	96.49	-	96.49	Water to allotments (E 3/9/25 202 A30/9/25 232)
SSE	92.89	4.42	88.47	Streetlights Nov
BT	36.99	6.16	30.83	Phone and internet package
TT Jones	55.62	9.27	46.35	Jan Feb & March 2026 Streetlight maintenance
Pennoyers	50.00	-	50.00	Room Hire Dec
L Shulver	688.35	-	688.35	Clerks Salary and Admin expenses
L Shulver	7.96	1.33	6.63	Reimburse payment to Health Safety Signs Direct
HMRC	41.21	-	41.21	PAYE Mth 10
<b>TOTAL EXPENDITURE</b>	<b>£1,130.56</b>	<b>£21.71</b>	<b>£1,108.85</b>	<b>£1,130.56</b>

## 11. To receive other reports.

**Flood Mitigation** No further report

**Mens Shed** No report received.

**Youth Engagement Project** Cllr Scanlan advised on numbers of youths attending meetings and volunteers who are supporting the project. A new volunteer has now joined the project, who is qualified to assist with SEN attendees and related matters.

**Footpath Warden** No further report

**Tree Warden** No further report

**SAM** No further report

**Sports and Recreation Committee** No further report

**To consider the date of next meeting**

The next parish meeting will be on **10/2/26, 7.30pm at The Pennoyer Centre.**

**Meeting Closed at 20:30**

Signed ..... Date.....

### **MW Report**

Norfolk County Council's winter gritting is well underway, with gritters active on A/B roads, key bus routes and village access roads, using new tech for efficiency. The first runs of the recent winter season (late 2025/early 2026) started as temperatures dropped, utilizing the 58-strong fleet with automated salting to cover 2,200 miles of routes, supported by stocked salt barns and public grit bins. Updates are posted on their social media using #NorfolkWinter, with a dedicated website for info, and recent campaigns even involved naming the gritters. Residents can also check this year's gritting routes using the online map on the council's website [www.norfolk.gov.uk/highways/maps/gritting.aspx](http://www.norfolk.gov.uk/highways/maps/gritting.aspx) a big thank you to all of the volunteers that use the grit bins to help keep our footpaths and roads safe and also a big thank you to all of the farmers that are on standby to help keep the roads clear and safe.

NCC has once again demonstrated strong performance in the National Highway's and Transport (NHT) Public Satisfaction Survey, taking the top spot in the Eastern Region for overall satisfaction and second out of 29 county councils across England. Norfolk achieved an overall score well above the national average. This marks the 15<sup>th</sup> consecutive year Norfolk has participated in the survey and the 7<sup>th</sup> year in a row that we have come either first or second overall. Some of the highlights were 'local bus services' where we were 10% above the average, Ease of access to School and condition of highways being 8% above the average.

NCC has welcomed two major funding announcements from government, providing long-term certainty for highways maintenance and bus services for the first time in many years. The multi-year settlements will allow the council to plan with confidence and deliver programmes of work that join up different funding streams to

maximise for residents and businesses. The council has received confirmation of its highway's maintenance funding allocations through to 2029/30. Funding will rise from £56 million in 2025/26 to over £83 million by 2029/30 – a £27 million increase over the period. Norfolk's future bus grant allocations have also been confirmed, covering both revenue (for services) and capital (for schemes) funding through to 2029/30. Annual funding for bus services across Norfolk will now exceed £15 million.

Two new state-of-the-art specialist vehicles have been delivered into Norfolk, leading the way in technology and ability across the fire and rescue sector in the UK. The water and foam carriers can hold and pump 13,500L of water, 1,500L of foam concentrate, making them among the largest and most capable vehicles with specialist equipment to enhance firefighting operations. Built by Emergency One in Scotland, the cost of the two water carriers is £850,000 and replace two ageing and smaller carriers which are 23 and 24 years old.

NCC has supported the introduction of Tap on, Tap off across all First and Konnect busses in Norfolk, making it quicker and easier for passengers to board the bus and pay for their journey. The new payment technology allows passengers to simply tap a contactless card or mobile device when getting on and off the bus, with fares automatically capped so customers always pay the best price for their travel. Tap on Tap off is now live on First and Konnect services, with all other bus operators in Norfolk expected to follow in 2026. This comes alongside the Government's £3 single fare cap, now extended until March 2027 helping keep bus travel affordable for residents.

Best Wishes

Martin

## **Cllr Delme Thompson: Parish Update January 2026. Pulham St Mary**

### **Community Events**

My thanks and congratulations to all who organised and attended events across the parish over the Christmas period.

### **Town and Parish Forum**

I have attached the slides and meeting notes from the Town & Parish Council Forum on the 9th December. Unfortunately, the team were unable to record the meeting due to technical difficulties. The next forum will be held in February, and details will be circulated in the near future.

### **SNC Budget Consultation**

The consultation for the 2026/7 budget is now open.

I encourage all councillors to share your views via the consultation form, here: [South Norfolk Council - Budget Consultation 2026/27 | Broadland and South Norfolk](#)

With significant reductions in central government funding in 2026/27 and future settlements, a future funding gap is likely.

Council Tax.

South Norfolk Council receives only 7.5% of council tax. (See below)

A £1 increase contributes around £54,000 to the budget, and the Council is limited to a £5 or 3% annual increase. At this time, due to considerable reductions in funding from central government, a £5 rise in council tax seems likely.

### Where does your Council Tax go?

For 2025/26, the average Band D Council Tax for South Norfolk residents is £2,367.89, of which South Norfolk Council's share is **£175.00**. The remainder is allocated to Norfolk County Council, the Police & Crime Commissioner, parishes, and special expenses.

	24/25 Band D (£)	%
<b>Norfolk County Council</b>	1,755.63	74.1%
<b>Police &amp; Crime Commissioner</b>	329.85	14.0%
<b>South Norfolk Council</b>	<b>175.00</b>	<b>7.5%</b>
<b>Special Expenses</b>	0.14	0.0%
<b>Parishes (Average)</b>	101.27	4.4%
<b>Total Band D Council Tax</b>	<b>2,367.89</b>	100.0%

### GRANTS:

#### CAF

We are expecting confirmation this week (12 Jan) that the CAF fund will reopen imminently, **with a deadline of end of February** for applications. As ever, higher consideration will be given to projects that have a degree of match funding, and can be delivered in the coming year. .