Pulham St Mary Parish Council

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Minutes of the Parish Council Meeting held at the Pennoyer Centre, on Tuesday 8th Sept 2026.
The meeting commenced at 7.30 pm.

Present: Cllr McDaniel, Cllr Freeman, Cllr Hilton, Cllr Boardman and Cllr Burridge and the Clerk.

1. **Welcome.**
Cllr McDaniel Chaired the meeting and welcomed Councillors.

2. **To consider apologies and reason for absence.**
Apologies were accepted from District/Cllr Hudson, Cllrs Scanlan, Yaxley and Andersson Hewitt.

3. **To consider declaration of interests and dispensation**
Cllr McDaniel declared interests on matters relating to PYEP.

4. **To approve minutes of the last meeting held on 14th July 2026.**
The minutes of 14th July 2026 were ratified as a true record of the meeting and copy signed by Cllr McDaniel.

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.
Highways matters – The missing bollard in the village-centre parking area has been replaced. Cllr Kerrison has followed up on the clearing of the ditch in Mill Lane that was breached during highways work. A job has now been raised for Norfolk County Council to clear it, and the work should be completed in October or November 2026. Highways will continue to monitor drainage in the vicinity so residents can be confident that it is in good working order for the winter.

Cllr Burridge raised concerns on the overhanging branches/hedge belonging to Anglian Water, towards Rushal. **Action** The Clerk will contact Anglian Water.

Bus Shelter Improvements – Councils application for 80% funding from NCC, to provide solar to the brick bus shelter has been approved. **Action** upon receipt of a Purchase Order from NCC, the Clerk will contact Westcotec. The remaining 20% cost of this project will be funded from CIL.

Village Maintenance – There have been concerns raised by residents on rubbish accumulating on Saffron owned land/property. The Clerk has assisted with addressing this issue and requested Saffron resume periodic estate walkabouts. **Action** Saffron are happy to engage with the Council, and the Clerk will organise a suitable date.

Playground Maintenance – The company that installed the zip wire is no longer trading. **Action:** Cllr Freeman will assess whether groundwork to reduce the fall from platform level can be carried out by the Sports and

Recreation volunteers. The Clerk will obtain quotations from other contractors to carry out the remaining recommended work to improve compliance and to replace the old wooden climbing frame.

Cllr Freeman updated Council on progress of work carried out at the playground over the summer.

Allotment water - WAVE have sent an advisory to check for leaks as water use has increased over the last 2 years at the allotments. The Clerk advised that during the winter months the water use was zero and she has also checked the meter which is responding correctly with no movement when the tap is not being used. Action Cllr Freeman will check again to confirm, but the increase in water use reflects the dry summers.

6. **To receive the Chair's Report**
   Cllr Scanlan gave apologies, no report was provided.

7. **To receive County and District Councillors Report**
   County Councillor Kerrison provided a report, copy attached.

   No report was received from District Cllr Thompson.

   District Cllr Hudson provided apologies, copy of his report attached.

8. **Public Forum**
   No forum required but correspondence was received from a parishioner, requesting Council consider the condition of the telephone box and possible use going forward.

   ***Action:** The Clerk will request suggestions through the parish report and contact the Men's Shed to ask whether it would be interested in maintaining the telephone box and using it for advertising or promotional purposes.*

9. **Items for discussion and ratification**
   2025/2994 Reserved matters 2022/1353 proposed development of 2 properties south of Norwich Road. **Support previously submitted for environmental report and for amendments received 15/5/26**
   2026/1674 PD Change from Barn to Dwelling 620391 284257 Land South of Semere Lane PSM Prior approval for change of use. Support submitted 15/7/26 **- Refused 27/8/26**
   New applications

   2026/2090 **Approval of condition** details Garlic Farm – Discharge of condition 3 2026/0081
   2026/1961 **Variation** of condition 2, site layout 2022/1353 land south of Norwich Road
   2026/2370 Proposed variation of condition 2, internal alteration and changes to roof design condition 3 material and condition 4 part archaeology to revise the design to change approved drawing numbers – **response by 18/9/26.**
   2026/2497 Proposed Change of use of agricultural building to 2 residential dwellings following class Q approval 2026/0510 – **response by 25/9/26**

- **To ratify renewal of streetlight contract with SSE 1/10/26.** The Clerk was only able to procure 2 quotes for renewal and encountered several refusals to support unmetered supply contracts. Following consultation with council and the chairman over the summer recess the Clerk renewed the contract with SSE from the 1/10/26 at £1,308.23 pa. Cllr McDaniel proposed retrospect ratification of this action which was seconded by Cllr Freeman and unanimously agreed.
- **To receive notice of invitation to bid for Parish Partnership 2027/26.** Council received notice of the invitation. Following instruction from previous meeting the Clerk has requested a quote from Gary Overland NCC, to provide village gateways at both entrances to the village along the Harleston and Norwich Roads. This matter will be moved to the September meeting
- **To receive quote for ground maintenance – in addition to annual contract.** Council considered the quote received and compared to previous prices supplied by the Councils current GM contractor. Council consider

that while the current contractor provide good value for grass cutting, hedge work and strimming work may be better provided and more competitively priced by a contractor specialising in this work. Council are happy in principle with the quote received for hedge cutting as this is considered additional work but will refer the strimming to a later date pending completion of the current GM contract. **Action** The Clerk and Cllr Freeman will meet with the new contractor to discuss the work before a final commitment is made.

- **To consider SN in bloom application.** Action The Clerk will procure prices for new planters to enhance the proposed village gateways.
- **To consider provision of a Christmas Tree for 2026** Council are in agreement that they would like to provide a tree for 2026. **Action** The Clerk will confirm size with Pennoyer's and order a tree. A request for volunteers will be included in the parish report as despite several volunteer coming forward to erect the tree last year, there was not the same level of response to remove after the holiday period.
- **To ratify increase in allotment ground rent** Council agreed last year to consider and inflation increase annually for the allotment ground rent. Council unanimously agreed to increase by 2.9% to £61.74 for 2026.
- **To consider allotment expenditure and consider rent to tenants for 2027/28.** Council considered the estimated cost to provide the allotment for 2026/27, compared to income anticipated from rents. To ensure rents continue to support this facility Cllr McDaniel proposed an increase for £2.50 per plot, bringing the plot charge to £32.50 pa. The water consumption is based on the previous years actual use which has risen to £10.10 per plot, due to higher use because of recent dry Summers. This action was unanimously ratified. The Total cost per 15Rod plot will therefore by £42.60 pa from October 2027.
- **To consider NJC pay award and the Clerks salary from 1/4/26.** *The Clerk left the room* Cllr Boardman proposed increasing the Clerks salary by 3.3% in line with the NJC pay award and back dating to the 1/4/26 and increasing the working from home allowance to £15.00 per month. Cllr Freeman seconded this action, and it was unanimously agreed. *The Clerk was invited back into the room. Council thanked the Clerk for her work over the last year and the Clerk thanked Council for consideration and increase of her pay award.*

10. Accounts

- **To receive the completed documents for 2025/26 External Audit** Council received the external audit and certificate, along with the closure letter for the 2025/26 external audit. The Clerk confirmed she had incorrectly responded to Section 2, box 11 and should have answered Yes, to be consistent with Section 1, Box 9. The correction was noted on the external audit certificate.
  The external audit certificate will be displayed on the village noticeboard and the parish website.
- **To approve the bank reconciliation for July and August 2026**
  Cllr Boardman approved the reconciliations for July and August.
- **To ratify income and expenditure for August and Sept 2026**
  Council ratified income and expenditure for August and September. Cllr Freeman will authorise payments.

  The balance following the presentation of the listed income and expenditure will be £75,965.75

PULHAM ST MARY PARISH COUNCIL

ACCOUNTS : MONTH : August

INCOME:	Amount	Description
J Kersey	£8.23	Relet of Allotment 18
NCC - PPF	£1,912.00	SAM 2
TOTAL INCOME	**£1,920.23**	

Cheques to be paid:

EXPENDITURE:	Gross	VAT	Net	Description
PSM PCC	100.00	-	100.00	Donation for Bonanza Pulham
Play Safety Ltd	188.40	31.40	157.00	Rospa Inspection
SSE	45.98	2.19	43.79	Streetlights June
E Cave	8.23	-	8.23	Reimbursement to outgoing tenant at Allot
BT	40.99	6.83	34.16	Phone and Internet
Octopus energy	20.88	0.99	19.89	Pavillion Supply June
L Shulver	693.15	-	693.15	Salary, WFH and Mileage
L Shulver	342.00	57.00	285.00	Imperative Training - Defib Battery
HMRC	36.41	-	36.41	Paye Mth 5
Ulric	18.00	3.00	15.00	Web Hosting
			-	
			-	
			-	
			-	
			-	
TOTAL EXPENDITURE	**£1,494.04**	**£101.41**	**£1,392.63**	**£1,494.04**

PULHAM ST MARY PARISH COUNCIL

ACCOUNTS : MONTH : Sept

INCOME:	Amount	Description
TOTAL INCOME	**£0.00**	

Cheques to be paid:

EXPENDITURE:	Gross	VAT	Net	Description
SSE	50.63	2.41	48.22	Streetlights
Octopus	21.76	1.04	20.72	Pavillion Supply
Octopus	- 5.97	-	- 5.97	1/4 deposit rtn - no vat entered in May
Pennoyers	50.00	-	50.00	Room Hire July
PKF	252.00	42.00	210.00	External Audit
L Shulver	768.25	-	768.25	Salary
L Shulver	17.80	-	17.80	WFH and Mileage
HMRC	52.69	-	52.69	PAYE Mth 6
Wave	33.50	-	33.50	Water Allotments
Ulric	18.00	3.00	15.00	Web hosting
			-	
			-	
			-	
			-	
			-	
TOTAL EXPENDITURE	**£1,258.66**	**£48.45**	**£1,210.21**	**£1,258.66**

11. To receive other reports.

Flood Mitigation: Cllr McDaniel has submitted all current information to Cllr Kerrison through the Clerk. The Council hopes to receive an update in due course.

Mens Shed No further report

Youth Engagement Project the Youth Group will be taking part in the Pulham Carnival on 12/9/26.

Footpath Warden No further report

Tree Warden No further report

SAM No report this month.

Sports and Recreation Committee No further report.

To consider the date of next meeting

The next parish meeting will be held on **13/10/26**. **To be held at Pennoyer Centre, commencing at 7.30pm**

Meeting Closed at 8.54pm

Signed …… Date……

County Councillor Joseph Kerrison Report

Updates for East Depwade Division

Shotford River Railing Replacement

Norfolk County Council officers have confirmed to me that the metal railing between the highway and Shotford River, along Mendham Low Road (IP20 9QT) will be repaired / replaced by the end of the current financial year. This will make the area, which is a popular youth hangout spot, safer for pedestrians and create a stronger barrier between the road and the water for vehicle traffic.

Flooding & PFR schemes

I have been working with officers at Norfolk County Council to bring me up to speed with the flooding situations which have occurred since 2015, most significantly in 2020/21 and Storm Babet in 2023. Whilst a lot of promises to protect properties and our community from future occurrences were made but left unactioned before I came to office, I am pushing to ensure that these promises and schemes are delivered on; especially considering how saturated the ground currently is and therefore the increased risk of flooding happening again.

Potholes & Road Maintenance

As Deputy Cabinet Member for Highways & Transport, I am delighted to report that we are investing in innovative, preventative technologies to make our roads safer, provide better value for money and catch up with the huge backlog of road repairs this administration inherited. I am, as your Local Member, making sure that East Depwade will see our fair share of these investments, starting within the next couple of months.

Casework for Residents

As I stated upon my election, I stand ready to receive communication from residents and Parish Councils to help improve the local economy and people's livelihoods in any way I can. Any of the concerns that have been brought to me, including those that are not specifically mentioned in this report, have been taken to the relevant department at Norfolk County Council and I am pushing for action to be taken and responses to be provided. We have had a lot of success in the first few months of taking office and I am hoping that both residents, local businesses and Councillors will be pleased to see them come to fruition over the coming months. To name a few examples of casework from the past couple of weeks which we are making progress with: Highways improvements for better parking and access to residential properties in Harleston. Progress with PFR schemes in Needham, Brockdish and Scole. Incoming improved bus services for Starston, Pulham St Mary, Pulham Market, Dickleburgh and Rushall and the Harleston – Norwich line. Road repairs and signage improvements across the East Depwade division. As well as many more resident-specific needs which are being met with action in every Parish across the division.

Updates from Norfolk County Council

Secretary of State for Housing, Communities and Local Government urged to halt local government reorganisation in Norfolk

Norfolk County Council's deputy leader Councillor Robin Hunter-Clarke has written to newly appointed Secretary of State for local government, Angela Rayner, to ask for a halt to local government reorganisation.

Further details and a copy of the letter are available in the county council news release here.

Free bus travel for children in August

Families across Norfolk can benefit from more affordable days out this summer through a new scheme offering free bus travel for children throughout August.

As part of the Government's Great British Summer Savings initiative, children aged 5 to 15 can travel for free on many bus routes across the county. The scheme is intended to help families reduce travel costs and make it easier to visit Norfolk's attractions, events and destinations during the school holidays.

The scheme also aims to encourage greater use of public transport, supporting sustainable travel and helping families access leisure, cultural and community activities.

Five of Norfolk's main bus operators are taking part, so children aged 5 to 15 can travel free throughout August on services operated by First Bus, Sanders, Stagecoach, Border Bus and Central Connect.

Further information about participating operators and Good Journey attractions is available at www.travelnorfolk.co.uk/summersavings.

Summer holiday activities and support for older children

Norfolk County Council's Targeted Youth Support Service (TYSS) is running summer holiday activities for older children, including new Chill on the Hill sessions in the grounds of Norwich Castle. TYSS has teamed up with Castle Quarter to run free, relaxed activities in Castle Gardens every Thursday from 2pm to 6pm, including music, creative activities, games, video gaming, karaoke and art.

The sessions are aimed at young people aged 11 to 17 and provide a safe place to meet friends, socialise and take part in positive activities.

TYSS works with young people across Norfolk in the places and spaces where they choose to meet. Specialist youth workers provide advice, support and positive activities, working alongside community organisations.

Weekly activities will also take place at Jenny Lind Park in Norwich, St George's Park in Great Yarmouth, MUGA Mania in King's Lynn and Castle Park in Thetford.

Further details about the service and summer activities are available on the county council's Targeted Youth Support Service web pages.

Reuse shops raise for £32,000 for charity

Nelson's Journey, a local charity which supports children and young people in Norfolk who've experienced the death of a significant person, has recently been presented with a cheque for £32,000 raised through donations from Norfolk County Council's Reuse Shops.

Housed in 14 of Norfolk County Council's recycling centres, Reuse Shops welcome donations of second-hand items and sell these at bargain prices. The shops play an important role in cutting waste and last year they stopped 1,394 tonnes of reusable items being thrown away.

Income generated via the Reuse Shops helps to offset the cost of providing the recycling centre service.

Staff across Norfolk's Reuse Shops then nominate and vote for a local charity to benefit from a partnership which sees them receive a share of the proceeds from the shop's sales.

To date, the Reuse Shops have raised over £155,000 for local charities including Big C Cancer Charity, East Anglian Air Ambulance and Norfolk Wildlife Trust.

Driver and motorcycle rider safety in Norfolk

The Norfolk Road Safety Partnership has launched *We share the road. We share the responsibility*, a countywide campaign encouraging drivers and motorcyclists to take simple steps to reduce serious and fatal collisions.

The campaign highlights that many collisions happen in good conditions, on dry roads and in daylight, with risk often linked to decisions, observation and responses to hazards. Key messages include: be seen, look twice, slow down and stay focused.

The campaign is informed by a survey of more than 1,200 riders across the Eastern region and promotes continued rider learning, awareness of hazards and safer decision-making, particularly at junctions.

Norfolk residents can book the Hugger motorcycle training course at half price for sessions between August and October 2026.

Fire & Rescue Service continuing to respond to high summer demand

Norfolk Fire & Rescue Service is continuing to raise awareness to the public around the threat of wildfires this summer, with more hot and dry weather in Norfolk.

Demand has been especially high on Norfolk's firefighters this summer, with 1,270 emergencies attended in July. Resources continue to be stretched, and activity levels are commensurate with 2022.

The Service has shared posters with parish councils across the county with advice on how to prevent outdoor fires, and worked with Norfolk Trails and the Norfolk Resilience Forum to produce signage on the county's trail posts on what to do in the event of fire. You can request these via norfolkresilienceforum@norfolk.gov.uk.

They are continuing to work with other groups including local wildlife trusts, Forestry England, and Heritage Railways to discuss the increased risks of the hot and dry weather.

Senior fire officers have been regular guests on Radio Norfolk, issuing public guidance on how the public can help prevent incidents, and the Service has also been featured in articles on BBC Look East and ITV Anglia.

Parish Councils can support this work by amplifying the Service's messaging on social media and continuing to urge Norfolk residents as far as possible to safely dispose of rubbish and cigarettes, and not to use disposable barbecues.

Changes to fridge and freezer collections due to national capacity issues

A national shortage of specialist recycling and treatment capacity is affecting fridge and freezer collections across the UK.

From Thursday 6 August, Norfolk County Council will only accept unwanted fridges, freezers and other cooling appliances at the county's largest recycling centres.

Full details of the affected sites and what is accepted are available on the council's website: Changes to fridge and freezer collections at Norfolk's recycling centres.

Where possible, residents are asked to:

- Use retailer take-back or recycling services when buying a replacement appliance.
- Keep using appliances that remain safe and in working order.
- Consider reuse, repair or donation options for working appliances.
- Delay disposal, where safe and practical, until national treatment capacity improves.

Residents should only take fridges, freezers and other cooling appliances for disposal if it is absolutely necessary. If safe to do so, they are encouraged to hold on to unwanted appliances temporarily to help ease pressure on the national system.

Dennis Bacon named as preferred appointment for chief executive

Following a recruitment process that began early last month, Norfolk County Council has announced Dennis Bacon as its preferred appointment for chief executive.

The appointment is subject to normal pre-employment checks and approval by full council. The meeting to consider the appointment will take place at County Hall on Friday 14 August.

Consultation on proposed new crossing in Fakenham

Residents are invited to comment on a proposed new toucan crossing on Greenway Lane, Fakenham, near the busy junction with Holt Road.

The crossing would support people walking, wheeling and cycling to cross more safely.

The scheme is expected to cost around £300,000 and will be funded through the government's Active Travel Fund.

A plan showing the proposals is available to download here. Hard copies can also be viewed at Fakenham Town Council office during normal opening hours.

Feedback can be emailed to TOSchemefeedback@norfolk.gov.uk or sent to Highways Design Team, Floor 1, County Hall, Martineau Lane, Norwich, NR1 2DH. Responses should reference Toucan Crossing – Greenway Lane.

All responses must be received by Tuesday 1 September 2026.

District Cllr Hudson Report

Local Government Reorganisation

Some people have asked me about Harleston Car Park and other South Norfolk assets will any be transferred to Parish's. I think this is as a result of a neighbouring council (Breckland) are getting on and doing it

https://www.edp24.co.uk/news/26421562.town-centre-car-parks-dereham-transferred-town-council/

I have checked with South Norfolk officers, and the position is as follows:- "Thank you for your emails and the information provided. Currently there has been no council-wide decision to transfer assets to Parish and Town Councils ahead of Local Government Reorganisation. I appreciate the Parish Council's position as set out in the letter, and its wish for this land to be utilised as a green space. However, to seek a decision, we will need to assess the land's potential use and obtain a valuation before we can make a recommendation. In the meantime, please leave this with me and I will progress the necessary work and keep you updated on any developments"

Not a outright "No" but some lobbying to do!

Community Grant Applications

I happily supported grant applications from Pennoyers and Pulham Market Village Hall, these will be decided in late September.

Applications for Council's Nature Conservation Fund close soon Communities across South Norfolk are being invited to apply for funding to create and enhance local greenspaces, through South Norfolk Council's Nature Conservation Fund. Applications close on 18th September more details here

https://www.southnorfolkandbroadland.gov.uk/news/applications-for-councils-nature-conservation-fundclose-

soon

Food Waste Recycling

Started at end of July, a few teething problems but on the whole it's working well and around 70% take up across the ward. Appreciate that some people compost have chickens etc. and don't see need.
https://www.southnorfolkandbroadland.gov.uk/news/new-food-waste-collections-to-roll-out-acrosssouth-norfolk

BTW when you get near to running out of bags for bin, tie a unused bag on the bin and a new roll will be left by a member of the refuse team free of charge.

Planning

Although in Dickleburgh I wanted to flag a recent planning application to build bungalows in the village

I was pleased this application was refused at SNC development management committee (via the chairman) casting vote in late July. This application was clearly unsustainable under the councils adopted policies (as per the officers recommendation). As much as I will be disappointed to lose the ability to send the majority of applications to committee (post 31Oct26) this application was an excellent example of why the government is bringing in national scheme of delegation. Politics has no place in planning decisions and politicking IMO played a part in this application. This should have been unanimous refusal otherwise we might as well build anywhere in the countryside.

Finally, some development is needed within the communities I am elected to serve, however I have no financial interest across the ward I represent and I am very uncomfortable with sites being supported or promoted by councillors.

Planning Consultations

1. Greater Norwich Local Plan 2045 Scoping Consultation

The Scoping Consultation is an opportunity to tell us what matters most for the future of Greater Norwich. To inform these conversations, the Scoping Consultation includes questions on baseline data gathered to inform the preparation of the Plan, the emerging Vision and Objectives which will help to shape the content of the Plan and a proposed Engagement Strategy that suggests an approach to future engagement through the plan-making process. Further details can be found here: https://gnlp.oc2.uk Earlier this year, the Greater Norwich authorities hosted a Call for Sites for people to submit sites to be considered for allocation in the GNLP 2045. These submissions are currently being reviewed and therefore do not form part of this consultation. Basic details of all the sites received can be found here https://gnlp.oc2.uk/document/90 and there will be an opportunity to comment on these at a later stage There are sites in Dickleburgh and it's important the Parish and community engage and are aware of this The Scoping Consultation is open from the 17th August – 28th September 2026 (closing at 5pm).

2. Village Clusters - South residents are being encouraged to take part in a focussed consultation on proposed changes to the Village Clusters Housing Allocations Plan, helping to shape future housing growth across South Norfolk's villages (consultation opens on 14th September until 26th October https://www.southnorfolkandbroadland.gov.uk/news/south-norfolk-residents-are-invited-to-have-theirsay-on-future-village-housing-plans

This is less of an issue as the changes don't affect the village I am including for completeness