

Meeting Minutes of Horningtoft Parish Council  
Wednesday 10<sup>th</sup> Sept 25 at 7.30pm at St Edmunds Church, Horningtoft

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Present: Parish Councillors: Andrew Hill (Chairperson), Graham Drew and Simon Hibberd

Also present: Donna Secker (Parish Clerk), 1 member of the public

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Cllr Hill welcomed everyone to the meeting and thanked everyone for attending.

**1. To consider accepting apologies for absence**

Cllr Hawke sent her apologies, which were accepted. Cllr Chapman sent her belated apologies.

**2. To consider any declaration of interest**

No declarations of interest were received

**3. To approve the minutes of the meeting held on 9<sup>th</sup> July 2025**

It was resolved to accept the minutes of the last meeting as a true record, and it was signed by the Chairman.

**4. To receive any brief updates from County and District Councillor**

County Cllr Kiddle-Morris' full report can be found on the website. A full Council meeting for Breckland will be held on Thursday, 18th September, with the proposal for three new Councils in Norfolk. These ideas will then be submitted to the government for consultation, with a possible decision to be announced in spring 2026. Currently, an election will still take place in May 2026, with the proposal that a mayor may be elected.

**5. Open Forum for Public Participation: an opportunity to hear from members of the public**

A Parishioner reported that the Horningtoft Village sign is deteriorating and will need to be repaired as soon as possible, preferably before winter. The Clerk will make some enquiries and obtain some quotes.

**6. To report and update on highways**

The Clerk reported that the Brisley road street name has now been replaced. County Cllr Kiddle-Morris is still pushing to get the village sign moved on the B1146, as well as chasing with highways regarding installing some village gates. The Council are continuing to push for the speed limit on the B1146 to be reduced.

It was reported that a 30mph sign has broken due to the post being rusty. The Clerk will report this.

**7. Applications**

**7.1 To receive planning applications from Breckland District**

**7.2 To receive an update on application decisions taken by Breckland District Council**

PL/2025/0658/HOU-Oakdene- Whissonsett Road- Side extension to create additional accommodation on the ground floor and loft space.- Granted with conditions

## 8. Finance

### 8.1 To agree on the Government's pay increase for the Clerk's Salary

The Council agreed and approved the increase in the Clerk's Salary.

### 8.2 To approve the financial payments for September

The Council agreed and approved to the list of payments for July 2025.

## 9. To approve and update the following policies

9.1 Privacy Statement-The policy was reviewed and updated. This was agreed and approved

9.2 Planning- The policy was reviewed and updated. This was agreed and approved

9.3 GDPR-The policy was reviewed and updated. This was agreed and approved

## 10 To receive items for the next meeting agenda on Wednesday 12<sup>th</sup> November 2025

Policy review: Declaration of freedom and Risk Management. Update on gov.uk emails. Discuss quarterly meetings and Budgets for 2026

The meeting finished at 20.11

## FINANCE: July & August

Balances:-

### Business Premium Account.

Balance on 3rd July 2025

£1,474.96

Interest

Total

**£1,474.96**

### Community Account.

Money in Balance 9th June 2025

£1,615.20

VAT refund (LPC)

£242.19

Total

£1,857.39

Money out Payments cleared-

£432.17

Total

**£1,425.22**

Cheque number	Cheque payable to	Reason for Payment	Cheque amount
555	D.K.Secker-July & August	Salary	£182.73
556	HMRC	Tax	£14.00
557	Community Heartbeat	Annual support	£162.00

558	PCC Church Hire	Yearly	£100.00
559	K. Walpole	May, June, July	£330.00
	Total		£788.73

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