Minutes of the Ordinary Meeting of the above-named Parish Council held on Wednesday 4th November 2026 at 7.00pm

Councillors present: Clarke, Harwin, Houghton, Leach (Chair), Luff, Plant, Woolley. Also present: Cllr J Kirk, BCKLWN; Neil Watson, Clerk and one member of the public. The meeting was quorate.

1 Welcome by Chairman and public participation (fifteen minutes total, three minutes per speaker)

The chairman welcomed Nick Brooks from Leverington Parish Council who attended as an observer. No questions were asked from the floor.

a. Public engagement and Councillor vacancies

The Chair noted that the Council has two councillor vacancies, one for each ward. It would be beneficial when filling these vacancies to bring diversity to the Council, and Councillors will give thought to any individuals that might be approached who might bring particular skills or experiences to the Council.

2 To receive, consider and accept apologies for absence.

Apologies were received and accepted from Cllr Bettinson, and Cllr T Kiddell, Norfolk County Council.

3 To receive declarations of interest on Agenda items in accordance with the Localism Act 2011 and consider any requests for dispensations.

Cllr Woolley declared an interest in item 11d as a village hall committee member; Cllr Houghton declared an interest in items 10b and 12.

4 Approve the minutes of the meeting on 2nd September 2026.

Proposed by Cllr Clarke, seconded Cllr Plant, the minutes were accepted by acclaim and signed by the Chair as a true record **Minute ref 2026/005.**

5 Reports from County & Borough Councillors if present

Written reports had been circulated from Cllrs Kiddell and Kirk.
Cllr Kirk updated the meeting on the following matters:
As an elected member of both the Borough and County Councils, and as Chair of Norfolk County Council, Cllr Kirk's diary continues to hold a full and varied programme of constituent, council and ceremonial events. This included recently a Trafalgar Day commemoration at County Hall, returning to the calendar a worthy event. On Remembrance Day Cllr Kirk will meet with Lady Dannatt to remember the brave servicemen of our country as well as attending a number of local Remembrance services.

Chairman……Date…….

There is little progress with negation for reciprocal access arrangements across county boundaries to the local refuse tips.

The Government are keen to continue with Local Government Reorganisation.

Cllr Kirk has a small member budget for his Borough work and would welcome requests for funding of suitable projects.

The Kings Lynn Guildhall project continues to be problematic, despite £36,000,000 having been spent already on this National Trust property.

The planning process changed in October removing the right of local Councillors to call-in applications, with the vast majority of decisions being made by officers.

6 Churchyard matters

A quotation has been received for additional lighting along some of the churchyard footways in the sum of £17,995, the majority of the cost being for groundworks. The Clerk will enquire if a solar alternative is feasible. Councillors also discussed a 'joint venture' with the Church to update the existing lights.

7 Planning matters

a) To consider applications received since last meeting.

A schedule of open applications is attached.

b) To receive planning decisions from the Borough Council

26/01310/F, 45 Burrettgate Road, new access, application approved 19/10/26

c) Notification of delegated responses by Clerk including:

None since last meeting

8 Receive Matters arising from minutes *(for information only)*

The location of the new dog waste bin on Burrett Road has been the subject of comment from a neighbour about a smell from the area. With no further complaint received the matter can be closed

9 Clerk's update and general correspondence

Highways department have given an indicative quote of £81,400 for a footway from the bus stop to the community farm. Cllr Leach advised that at a recent meeting with the highways engineer it was noted that any contractor with a highways permit could do the work, the Clerk will speak to some local contractors for quotes.

10 Highways issues – to report new issues & discuss any outstanding matters.

a) The hedge at Church View, Church Road

Andy Wallace at Highways has agreed to try and find a multi-agency solution to this issue, which straddles the county border.

b) Forthcoming works on Broadend Road (W)

Grid connection works here are likely to cause disruption. There will be a resident information drop-in at the Village Hall on 19th January 2027.

c) Footpath on B198

See item 9.

11 Finance

a) Accept the accounts to 30th September & 31st October 2026

Proposed by Cllr Woolley, seconded Cllr Harwin, the accounts were accepted by acclaim and signed by the Chair as a true record
Minute ref 2026/006.

b) Approve bank payments.

Four payments totalling £559.88 were approved (see attached schedule). Proposed by Cllr Plant, seconded Cllr Leach, all in favour.
Minute ref 2026/007

c) Note the receipt of £1,376.90 CIL funding.

Noted

d) Consider a donation to the village hall towards the costs of air conditioning.

Proposed by Cllr Leach, seconded Cllr Plant, that a donation of £1000 be made. On a show of hands, five votes in favour, two abstentions, motion carried. **Minute ref 2026/008**

e) Confirm the appointment of additional bank signatories.

Cllrs Leach and Woolley signed the applications to appoint Cllrs Bettinson, Houghton and Plant as bank signatories as agreed at the last meeting.

Chairman…….Date…….

f) Possible application to Cambridgeshire County Council for funding

Various options were discussed to apply for funding for a footway to the Community Farm, noting that the site is located close to Cambridgeshire so funding may be available from that county. The Clerk will investigate and report back.

12 General discussion about development in Walsoken

Concern was expressed about the footways and general site conditions around the Green Lane area where considerable development is taking place. Fenland District Council are the local planning authority for these works despite them being in Norfolk. It was agreed that the Clerk would write to Fenland District Council to express our concerns and seek engagement in the future.

13 Consider change of email provider.

A recent influx of junk mail has highlighted the lack of IT support for the Council's operations. It was agreed by acclaim that the Clerk would arrange to transfer the email and website to Norfolk ALC's IT department for future management. Proposed by Cllr Plant, seconded Cllr Luff **Minute ref 2026/009.**

14 Receive items of concern & matters to be included on the next agenda.

2027/28 Budget
Community engagement and messaging
Replacement Noticeboard

15 Confirm the date of the next meeting **– Wednesday 6th January 2027**.

Meeting closed 8.45pm

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Results for Application Search

AGRICULTURAL PRIOR NOTIFICATION: Formation of a balanced cut-and-fill earthworks operation to create a water storage reservoir for irrigation purposes.

Harrington Nurseries Burrettgate Road Walsoken Norfolk
Ref. No: 26/01655/AG | Received: Mon 12 Oct 2026 | Validated: Mon 12 Oct 2026 | Status: Pending Consideration

The application seeks prior approval for the change of one agricultural building to residential dwellinghouse (Use Class C3), together with building operations reasonably necessary to convert the buildings (Schedule 2, Part 3, Class Q)

Agricultural Barn At E547606 N311481 Lynn Road Walsoken Norfolk
Ref. No: 26/01617/PACU3 | Received: Tue 06 Oct 2026 | Validated: Tue 06 Oct 2026 | Status: Pending Consideration

NOTIFICATION FOR PRIOR APPROVAL - The application seeks prior approval for the change of one agricultural building to residential dwellinghouses (Use Class C3), together with building operations reasonably necessary to convert the buildings.

Little Eastfield Barn Lynn Road Walsoken WISBECH Norfolk PE14 7AL
Ref. No: 26/01616/PACU3 | Received: Tue 06 Oct 2026 | Validated: Tue 06 Oct 2026 | Status: Pending Consideration

OUTLINE APPLICATION: Erection of up to two single storey dwellings

Land Rear of 52 Black Bear Lane Walsoken Norfolk
Ref. No: 26/01614/O | Received: Fri 02 Oct 2026 | Validated: Mon 19 Oct 2026 | Status: Pending Consideration

OUTLINE APPLICATION WITH SOME MATTERS RESERVED: Residential development of up to 4 dwellings (outline with matters committed in respect of access only)

Land S 51 And NE of Road Junction With Sandy Lane Burrettgate Road Walsoken Norfolk
Ref. No: 26/01536/O | Received: Thu 17 Sep 2026 | Validated: Mon 28 Sep 2026 | Status: Pending Consideration

HOUSEHOLDER: Side and rear single-storey lean-to style extension with 2 roof lights to create an extra bedroom and larger kitchen/dining space.

51 Wistaria Road Walsoken WISBECH Norfolk PE13 3RH
Ref. No: 26/01510/F | Received: Tue 15 Sep 2026 | Validated: Wed 23 Sep 2026 | Status:

Pending Consideration

Change of use of land to form a pitch for a Gypsy Traveller consisting of one static caravan, one touring caravan and ancillary works (retrospective)

Clydesdale Biggs Road Walsoken WISBECH Norfolk PE14 7BD
Ref. No: 26/01400/F | Received: Tue 25 Aug 2026 | Validated: Tue 13 Oct 2026 | Status: Pending Consideration

Chairman……Date…….

1 October 2026 (2026-2027)

Walsoken Parish Council

Prepared by: NIL WATSON, Clerk/RFO Date: 3.9.26

Name and Role (Clerk/RFO etc)

Approved by: D Leach Date: 4.11.2026

Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 30/09/2026			
	Cash in Hand 01/04/2026			37,755.58
	ADD			
	Receipts 01/04/2026 - 30/09/2026			17,088.11
				54,843.69
	SUBTRACT			
	Payments 01/04/2026 - 30/09/2026			6,504.15
A	**Cash in Hand 30/09/2026** (per Cash Book)			**48,339.54**
	Cash in hand per Bank Statements			
	Unity Current Account	30/09/2026	1,148.27	
	Unity Trust Savings Account	30/09/2026	47,191.27	
				48,339.54
	Less unpresented payments			
				48,339.54
	Plus unpresented receipts			
B	**Adjusted Bank Balance**			**48,339.54**
	A = B Checks out OK			

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01 October 2026 (2026-2027)

Walsoken Parish Council

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
40	Churchyard Grass Cutting	04/09/2026		Unity Current Accour		Grass Cutting	N L McCourt	S	201.14	40.23	241.37
42	Bank & Payroll Charges	30/09/2026		Unity Current Accour		Service Charge	Unity Trust Bank	X	7.00		7.00
								Total	208.14	40.23	248.37

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1 November 2026 (2026-2027)

Walsoken Parish Council

Prepared by: NEIL WATSON, CLERK+RFO Date: 31.10.2026

Name and Role (Clerk/RFO etc)

Approved by: [signature] Date: 4.11.26

Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 31/10/2026			
	Cash in Hand 01/04/2026			37,755.58
	ADD			
	Receipts 01/04/2026 - 31/10/2026			18,465.01
				56,220.59
	SUBTRACT			
	Payments 01/04/2026 - 31/10/2026			8,811.19
A	**Cash in Hand 31/10/2026** (per Cash Book)			**47,409.40**
	Cash in hand per Bank Statements			
	Unity Current Account	31/10/2026	909.40	
	Unity Trust Savings Account	31/10/2026	46,500.00	
				47,409.40
	Less unpresented payments			
				47,409.40
	Plus unpresented receipts			
B	**Adjusted Bank Balance**			**47,409.40**
	A = B Checks out OK			

Created by Scribe

01 November 2026 (2026-2027)

Walsoken Parish Council

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
41	Churchyard Grass Cutting	01/10/2026		Unity Current Accour		Grass Cutting	N L McCourt	S	201.14	40.23	241.37
43	Defib	01/10/2026		Unity Current Accour		Defibrillator	Data Southern Enterprises	S	37.23	7.45	44.68
44	Bank & Payroll Charges	31/10/2026		Unity Current Accour		Service Charge	Unity Trust Bank	X	7.00		7.00
45	Staff Costs	02/10/2026		Unity Current Accour		Clerk's Salary	Neil Watson	X	269.18		269.18
46	Staff Costs	30/10/2026		Unity Current Accour		Clerk's Salary	Neil Watson	X	261.46		261.46
47	Staff Costs	02/10/2026		Unity Current Accour		Pension Contributions - Council	NEST	X	28.50		28.50
48	Pension Contributions - Council	30/10/2026		Unity Current Accour		Pension Contributions - Council	NEST	X	35.34		35.34
49	Staff Costs	08/10/2026		Unity Current Accour		Clerk's Salary	Lynn Ottaviano	X	32.87		32.87
50	Communications	26/10/2026		Unity Current Accour		Clerk's mobile phone	Tamar Telecoms	S	5.00	1.00	6.00
51	Streetlighting - Maintenance	08/10/2026		Unity Current Accour		Street Lighting Maintenance	Cozens UK Ltd	S	395.00	79.00	474.00
52	Streetlighting - Maintenance	08/10/2026		Unity Current Accour		Street Lighting Maintenance	Cozens UK Ltd	S	395.00	79.00	474.00
53	Streetlighting - Maintenance	08/10/2026		Unity Current Accour		Street Lighting Maintenance	Cozens UK Ltd	S	30.00	6.00	36.00
54	Staff Costs	23/10/2026		Unity Current Accour		PAYE	HMRC	X	65.91		65.91
55	Street Lighting	26/10/2026		Unity Current Accour		Streetlighting - Power	NPower Business Solutions	L	309.27	15.46	324.73
56	Street Lighting	08/10/2026		Unity Current Accour		Street Lighting Maintenance	Cozens UK Ltd	S	5.00	1.00	6.00
							Total		**2,077.90**	**229.14**	**2,307.04**

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03 November 2026 (2026-2027)

Walsoken Parish Council

PAYMENTS LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
57	Churchyard Grass Cutting	04/11/2026		Unity Current Accour		Grass Cutting	N L McCourt	S	201.14	40.23	241.37
58	Street Lighting	04/11/2026		Unity Current Accour		Street Lighting Maintenance	Cozens UK Ltd	S	180.00	36.00	216.00
59	Gifts & Donations	04/11/2026		Unity Current Accour		Remembrance wreaths	Neil Watson	X	60.00		60.00
60	Defib	04/11/2026		Unity Current Accour		Defibrillator	Neil Watson	X	42.51		42.51
								Total	483.65	76.23	559.88

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Chairman…….Date…….