

Minutes of the Full Council meeting of Taverham Parish Council held on Monday 13 April 2026, held in Suite 2, Taverham Village Hall, commencing at 7.36pm, when there were present:

Mrs C Karimi-Ghovanlou in the Chair
 Mrs L Barrington-Smith Mrs J Latchford
 Mrs B Clarke Mrs S Parkinson
 Mrs J Ellis Mr T Yousefian
 Mr K Kelly

Also present: Clerk

- 46/26 To receive apologies for absence**
 Apologies were received from Councillors Dack, Matthews and County Councillor Clancy.
- 47/26 To receive Declarations of Interest in items on the agenda**
 None
- 48/26 The Minutes of the Council Meeting held on 9 March 2026** were agreed and then signed by the Chairman.
- 49/26 Report items**
 Councillors received a copy of an email from the YMCA following the cancellation of the youth club provision.
- 50/26 District and County Council Members Question Time**
 District Councillor Kelly had recently attended a meeting of the Environmental Excellence Committee when there was a discussion to increase recycling rates. The District Council would be publishing a booklet advising residents of what can be recycled and distributed to all households.
 District Councillor Karimi-Ghovanlou was pleased to report that more than £3000 at had been raised at her civic reception for Norwich Door-To-Door.
- 51/26 Public Break**
 No members of the public were in attendance.
- 52/26 FINANCE**
 Councillors had received a copy of a list giving details of outstanding invoices. The budget overview for the committees was received. It was **RESOLVED** to pay the invoices as presented. Receipts were noted and the financial summary cashbook received.

Chq No.	Supplier	Details	Net	VAT	Total
EP2749	John Allaway	Woodland Contract – March 2026	340.00	0.00	340.00
EP2750	John Allaway	Tree Surveys and Works Undertaken - Thorpe Marriott Green, Hinks Meadow, Ghosthill/Eastfield and Draper Way	13,940.00	0.00	13,940.00
EP2751	GardenGuardian	Horticultural Contract – March 26 /Verge Cutting Contract – March 26 /Horticultural Contract Draper Way	6,854.10	1,370.81	8,224.91
EP2752	Cozens (UK)	Streetlight Maintenance – Feb/Mar	300.00	60.00	360.00

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EP2753	SGW	Payroll Processing – February 2026	35.00	7.00	42.00
EP2754	APC Pest Control	Hmdow – Additional Mole Trapping	120.00	24.00	144.00
EP2755	Veolia	Hmdow/Recreation-Refuse – Feb and March 2026	651.94	130.38	782.32
EP2756	Taverham RF	Caretaking Contribution–BMX Track	604.05	120.81	724.86
EP2757	Mayday	Maintenance Support – Connectivity March 26/B&W and Colour Copies	82.14	16.43	98.57
EP2758	North WFP	Hmdow–Annual Extinguisher Service /Replacement	92.60	18.52	111.12
EP2759	PPL PRS	The Music Licence Royalties	97.77	19.56	117.33
EP2760	T Stone	Blackrow Nurseries – Whips for Draper Way and Misc Items	143.60	28.72	172.32
EP2761	CK Plumbing	Hmdow Unblock Ladies Changing Rm	85.00	0.00	85.00
EP2762	Barford Hire	Van Hire – March 2026	299.88	59.98	359.86
EP2763	Norse	Un/Locking Gates – Sandy Lane / Hmdow – March 2026	527.00	105.40	632.40
EP2764	Total Energies	Hmdow Electricity – March 2026	77.27	3.87	81.14
EP2765	Taverham VHC	Office Rent, Room Hire, Car Park Electricity, Youth Room and Youth Room Electricity – Jan-March 26	1,530.88	0.00	1,530.88
EP2766	Place Farm	2025/26 Licence to Occupy – Final	787.50	0.00	787.50
EP2767	Place Farm	Clearance of the Allotments	3,400.00	680.00	4,080.00
EP2768	Crook Power W	Tennis Courts–Repairs/Powerwash	1,800.00	0.00	1,800.00
EP2769	BT	April to June 2026 Charges	745.44	149.09	894.53
EP2770	PHS Group	Sanitary Contract – 2026/27	297.32	59.46	356.78
EP2771	Mayday	Maintenance Support – Connectivity April 2026 - 2026/27	22.00	4.40	26.40
EP2772	Cash	Petty Cash – March 2026	95.88	15.17	111.05
			32,929.37	2,873.60	35,802.97

PAYMENTS FOR RATIFICATION

DDebit	Valda Energy	Streetlights Electricity – Mar-Apr 26	1,838.22	367.65	2,205.87
DDebit	SSE	Hmdow – Gas Supply	176.54	8.83	185.37
DDebit	Lloyds Bank	Banking Charges – Jan-Feb 26	10.53	0.00	10.53
EP2745	Harverson	Hmdow Hall Deposit Return	50.00	0.00	50.00
EP2746	YMCA	Provision of Youth Services – January to March 2026	3,650.68	0.00	3,650.68
EP2747	Total Energies	Hmdow Electricity – Jan & Feb	3,030.40	606.08	3,636.48
EP2748	Atkins	Hmdow Hall Deposit Return	50.00	0.00	50.00
			8,806.37	982.56	9,788.93

ELECTRONIC PAYMENTS MADE 27TH MARCH 2026 (STAFF RELATED)

TRNS	Staff	March 2026 – Staff Pay	9,348.59	0.00	9,348.59
TRNS	HMRC	March 2026 – Tax and NI	3,237.03	0.00	3,237.03
RNS	Norfolk Pension	March 2026 – Pension	3,103.89	0.00	3,103.89
			15,689.51	0.00	15,689.51

RECEIPTS FOR MARCH 2026

Bank	Interest	333.75	0.00	333.75
Hinks Meadow	Hall Hire	2,103.60	420.72	2,524.32

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Hinks Meadow Deposits	Hall Hire – To be Returned	50.00	0.00	50.00
Norfolk County Council	Breastscreening – Electricity/Toilet	845.94	0.00	845.94
Taverham Football Club	Pitch Fees (Jan-March 2026)	2,265.27	0.00	2,265.27
		5,598.56	420.72	6,019.28

Councillor Kelly agreed to check the bank statements and electronic payments against computer entries.
 Councillor Karimi-Ghovanlou checked and signed the Financial Summary Cashbook for 31 March.

- 53/26 The Minutes of the Planning Committee Meetings held on 9 and 23 March 2026** were received.
- 54/26 The Minutes of the Sports Committee Meeting held on 23 February 2025** were received.
- 55/26 To consider a request for a deflector on a streetlight on St Walstans Road**
 The Council’s streetlighting contractor had advised that the lantern on the unit was obsolete and that a deflector could not be sourced. A quotation was requested to replace the lantern with an LED as this would reduce the amount of light overspill.
- 56/26 To comment on the proposed streetlighting design for phases of Marriott’s Park**
 Councillors reviewed the updated lighting design, which now included the additional units requested for the cul-de-sacs. It was noted that one proposed column would be situated within an area of affordable housing, and clarification was still needed on whether that section of highway would be adopted by Highways or treated as a shared private driveway. Although the Council had previously resolved not to take ownership of streetlights located on private driveways, members expressed concern that this part of the development was physically separated from the remainder of the phase. To support community cohesion, it was agreed that the Council would assume ownership of this light.
- 57/26 To approve, retrospectively, the Place Farm quotation for the final clearance of the allotment site**
 The Council noted the urgency under which the quote had been accepted by the Clerk in consultation with the Chairman. The quotation in the sum of £3400 was retrospectively approved and the reserve transfer agreed.

The meeting closed at 8pm

Signed Dated

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