

Minutes of the Council Meeting of Taverham Parish Council held on Monday 8 June 2026, held in Suite 2, Taverham Village Hall, commencing at 7.45pm, when there were present:

Mrs C Karimi-Ghovanlou in the Chair	
Mrs L Barrington-Smith	Mr K Kelly
Mrs B Clarke	Mrs J Latchford
Mr N Dack	Ms K Lindsay (from 85/26)
Mrs J Ellis	Mr S Matthews
Mr H Karimi-Ghovanlou (from 85/26)	Mrs C Ward (from 85/26)

Also present: Clerk

84/26 To receive apologies for absence

None

85/26 To co-opt to Councillor vacancies and to accept the declarations of acceptance of office

Applications for co-option had been received from Mr Karimi-Ghovanlou, Ms Lindsay and Mrs Ward. All applicants were proposed, seconded and co-opted onto the Council, and their Declarations of Acceptance of Office were signed in the presence of the Clerk.

86/26 To receive Declarations of Interest in items on the agenda

None

87/26 The Minutes of the Council Meeting held on 26 May 2026 were agreed and then signed by the Chairman.

88/26 Report items

Cozens UK has been asked to provide a quotation and completion certificate confirming the satisfactory installation of the streetlights at Taursham Park before they are handed over to the Parish Council.

Councillors were advised that, following a change to the Localism Act, home addresses would no longer be published without express consent. Names, telephone numbers and email addresses would remain publicly available.

Mrs Latchford reported that some of the red "No Stopping" lines near the airport had faded, which had led to some drivers being fined for failing to pay the passenger drop-off charge.

89/26 District and County Council Members Question Time

There was nothing of note to report.

90/26 Public Break

No members of the public wished to speak.

91/26 FINANCE

Councillors had received a copy of a list giving details of outstanding invoices. It was **RESOLVED** to pay the invoices as presented, except for the petty cash. The local branch of the Council's bank had recently closed. Councillors requested that the RFO obtain a debit card as a matter of urgency to allow withdrawals for petty cash to be made at the Post Office. Receipts were noted.

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Chq No.	Supplier	Details	Net	VAT	Total
EP2797	John Allaway	Woodland Contract – May 2026	350.00	0.00	350.00
EP2798	Wave	Hmdow – Water Bill (Feb 26-May26)	256.32	0.00	256.32
EP2799	Cozens (UK)	Streetlight Maintenance – April/May			
		Sandy Lane Floodlight Repair	547.00	109.40	656.40
EP2800	Siemes	Photocopier Lease Agreement -			
		June to September 2026	195.00	39.00	234.00
EP2801	Amazon	PATCH Black Lanyards	9.49	1.90	11.39
EP2802	PLG	Gaffa Tape for Repairs	10.00	2.00	12.00
EP2803	SGW	Payroll Processing – May 2026	35.00	7.00	42.00
EP2804	Barford Hire	Van Hire – April 2026	299.88	59.98	359.86
EP2805	GardenGuardian	Horticultural Contract – May 26			
		/Verge Cutting Contract – May 26	4,750.96	950.20	5,701.16
EP2806	HuwsGray	Rhino Cloth Tape/Hazard Tape	15.38	3.08	18.46
EP2807	Cash	Petty Cash – May 2026	67.09	12.72	79.81
			6,536.12	1,185.28	7,721.40
			6,469.03	1,172.56	7,641.59

PAYMENTS FOR RATIFICATION

DDebit	SSE	Hmdow – Gas Supply – April 2026	97.50	4.88	102.38
DDebit	Lloyds Bank	Banking Charges – March-April 26	11.40	0.00	11.40
EP2794	Just Regional	Councillor Vacancy Advert	210.00	42.00	252.00
EP2795	Total Energies	March and April 2025	530.42	106.08	636.50
EP2796	Price Bailey	Part Payment of Internal Audit Fee	875.00	175.00	1,050.00
			1,724.32	327.96	2,052.28

ELECTRONIC PAYMENTS MADE 28TH MAY 2026 (STAFF RELATED)

TRNS	Staff	May 2026 – Staff Pay	9,549.25	0.00	9,549.25
TRNS	HMRC	May 2026 – Tax and NI	2,826.46	0.00	2,826.46
RNS	Norfolk Pension	May 2026 – Pension	3,336.53	0.00	3,336.53
			15,712.24	0.00	15,712.24

RECEIPTS FOR MAY 2026

Bank	Interest	408.60	0.00	408.60
Broadland District Council	Hinks Meadow Polling Station	205.06	41.01	246.07
Hinks Meadow	Hall Hire	1,453.67	290.74	1,744.41
Hinks Meadow Deposits	Hall Hire – To be Returned	100.00	0.00	100.00
Norfolk County Council	Delegated Grass Cutting 2026/27	11,663.54	0.00	11,663.54
Norfolk County Council	Recycling Credit	265.89	0.00	265.89
		14,096.76	331.75	14,428.51

Mrs Clarke volunteered to carry out the bank reconciliations.

92/26 The Minutes of the Planning Committee Meetings held on 11 and 26 May 2026
were received.

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- 93/26 The Minutes of the Recreation Committee Meeting held on 26 May 2026** were received. The Meeting was advised that the garden waste dumped on Sandy Lane Playing Field had been cleared, and that the local police would visit the perpetrator to seek reimbursement for the work once an invoice had been received.
- 94/26 To consider quotes for the electrical and structural testing of Parish-owned streetlights**
Although three quotations were requested, only one was received, from the Council's current streetlighting maintenance contractor. Councillors were reminded that carrying out the electrical and structural testing together, was more cost-effective. It was **RESOLVED** to accept the quote from Cozens Uk in the sum of £3250.
- 95/26 To consider quote for necessary work identified during the annual clean of Parish-owned streetlights**
It was **RESOLVED** to accept the quote from Cozens UK in the sum of £1998 to carry out works arising from the annual clean of the streetlights

The meeting closed at 8.05pm

Signed Dated

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