

Minutes of the Council Meeting of Taverham Parish Council held on Monday 10 August 2026, held in Suite 2, Taverham Village Hall, commencing at 7.22pm, when there were present:

Mrs B Clarke in the Chair	
Mrs L Barrington-Smith	Ms K Lindsay
Mr N Dack	Mr S Matthews
Mrs J Ellis	Mrs C Ward
Mr K Kelly	

Also present: County Councillor Clancy and Clerk

117/26 To receive apologies for absence were received from Councillors C Karimi-Ghovanlou, H Karimi-Ghovanlou, Ellis and Parkinson

118/26 To receive Declarations of Interest in items on the agenda
None

119/26 The Minutes of the Council Meeting held on 13 July 2026 were agreed and then signed by the Chairman.

120/26 Report items

Pedestrian crossing at Fakenham Road/Sandy Lane junction

Norfolk County Council advised that the signal-controlled crossing equipment was several years beyond its expected lifespan and could soon develop an irreparable fault. It therefore planned to replace the equipment before this occurred. In response to the Parish Council's concerns about the number of schoolchildren using the crossing, the County Council would consider rescheduling the work for the school holidays.

121/26 District and County Council Members Question Time

District Councillor Yousefian reported that the District Council's internal audit showed improved performance, although further improvement was needed. The Meeting expressed concern that external audits had been delayed during the Covid pandemic and remained incomplete. This could create difficulties during Local Government Reorganisation because the opening and closing balances had not been externally verified. Councils across the country were facing the same issue. County Councillor Clancy agreed with Mr Yousefian, adding that it could take several years to resolve the disruption caused by Local Government Reorganisation. He also advised that the County Council's new Highways and Transport Portfolio holder was fully committed to building a link road from the A1270 to the A47.

122/26 FINANCE

Councillors had received a copy of a list giving details of outstanding invoices. It was **RESOLVED** to pay the invoices as presented. Receipts were noted. The Committee Budgets overview and the financial summary cashbook were received.

Chq No.	Supplier	Details	Net	VAT	Total
EP2835	John Allaway	Woodland Contract – July 2026	350.00	0.00	350.00
EP2836	Amazon	Ranger's – Elbow Grease (6)	9.96	1.98	11.94
EP2837	Countrystyle	Recycling Collection – June 2026	87.50	17.50	105.00
EP2838	BH Trees and W	Felling Unstable Dead Stems (SL)	100.00	20.00	120.00
EP2839	Marmax	Replacement Bench Arms/Carriage	50.00	10.00	60.00
EP2840	Norfolk ALC	Annual Subscription 2026/27	1,275.43	0.00	1,275.43
EP2841	APC Pest Control	Mole Contract – Hmdow/TMG	330.00	66.00	396.00

.....

EP2842	Barford Hire	Van Hire – June/July 2026	299.88	59.98	359.86
EP2843	Elect Tech	Fire Alarm Inspection – Six Month	100.00	20.00	120.00
EP2844	Norfolk PTS	2026/27 Subscription	383.33	76.67	460.00
EP2845	SGW	Payroll Processing – July 2026	35.00	7.00	42.00
EP2846	GardenGuardian	Horticultural Contract – July 26			
		/Verge Cutting Contract – July 26	4,025.97	805.20	4,831.17
EP2847	CareCheck	DBS Check – Hogg	10.00	2.00	12.00
EP2848	Ian Smith	Extra Duty Refuse Sack	146.72	29.34	176.06
EP2849	Norse	Un/Locking Gates – Sandy Lane			
		/ Hmdow – July 2026	527.00	105.40	632.40
EP2850	Cozens (UK)	Streetlight Maintenance – July 26	150.00	30.00	180.00
EP2851	Taverham VHC	Office, Room Hire, Youth Club, Youth			
		Club and Car Park Elect – July 26	462.48	0.85	463.33
EP2852	Cash (Debit Card)	Petty Cash – July 2026	98.17	18.44	116.61
			8,441.44	1,270.36	9,711.80

PAYMENTS FOR RATIFICATION

DDebit	SSE	Hmdow – Gas Supply – June 2026	97.50	4.88	102.38
DDebit	Lloyds Bank	Banking Charges – May-June 26	10.80	0.00	10.80
DDebit	Valda	Streetlights Electricity–July-Aug 26	1,194.69	238.94	1,433.63
EP2831	Total Energies	Hmdow – Electricity- May/June 2026	360.57	18.03	378.60
EP2832	First Fence	Hmdow – Composite Rail Fencing	1,550.05	310.01	1,860.06
EP2833	Woodcock	Hmdow Deposit Return	50.00	0.00	50.00
EP2834	Thomson Sawm	Norgate Way – Five Bar Gate	290.19	58.04	348.23
			3,553.80	629.90	4,183.70

ELECTRONIC PAYMENTS MADE 28TH JULY 2026 (STAFF RELATED)

TRNS	Staff	July 2026 – Staff Pay	9,490.15	0.00	9,490.15
TRNS	HMRC	July 2026 – Tax and NI	2,784.08	0.00	2,784.08
TRNS	Norfolk Pension	July 2026 – Pension	3,160.70	0.00	3,160.70
			15,434.93	0.00	15,434.9

RECEIPTS FOR JULY 2026

Bank	Interest	433.89	0.00	433.89
DAC Beachcroft	Return of Insurance Excess (Goodwin)	113.28	0.00	113.28
Hinks Meadow	Hall Hire	1,226.17	245.23	1,471.40
HM Customs & Excise	VAT Repayment (April-June 2026)	5,703.37	0.00	5,703.37
Norfolk County Council	Sandy Lane Car Park/Library Garden	617.92	0.00	617.92
Taverham Tennis Club	Court Fees (April-June 2026)	560.91	0.00	560.91
Taverham Football Club	Pitch Fees (April-June 2026)	2,878.53	0.00	2,878.53
		11,534.07	245.23	11,779.3

Councillors volunteered to complete the following internal audit checks:
 Councillor Barrington-Smith – payslips checked against approved salaries, and
 PAYE/NI/Pension payments match payslip totals
 Councillor Matthews – Hinks Meadow receipts match booking forms
 Councillor Kelly – Bank reconciliations

.....

123/26 The Minutes of the Planning Committee Meetings held on 13 & 27 July 2026 were received.

124/26 The Minutes of the Woodlands Committee Meeting held on 27 July 2026 were received.

125/26 To consider request for support for the Broadland Country Park Pathways Project

Councillors noted the significant investment in the Horsford side of Drayton Drewray, now known as Broadland Country Park, including upgraded car parks and paths, toilets and a visitor centre. The Meeting declined to support the proposed Pathways Project on the Taverham/Drayton side because it would change the woodland's character and affect wildlife.

126/26 To confirm Community Infrastructure Levy Reserve transfers

The following reserve transfers were confirmed:

Transfers into CIL reserve

- April and October 2021: £178,794.46
- April and October 2022: £2,174.16
- April and October 2023: £8,749.27
- April and October 2025: £17,558.91
- April 2026: £63,103.16

Transfers from CIL reserve to general fund

- April 2022: Eden Tree and Hedging - Sandy Lane – Tree/Hedge Work – £3,500
- March 2023: Eden Tree and Hedging - Sandy Lane – Tree Stump Grinding - £500
- September 2023: Kompan – Sandy Lane Play Area - £165,977.67
- February 2024: Greenbarnes – Noticeboard (part payment) - £682.35
- September 2024: Kompan – Sandy Lane Play Area – Retained Balance - £8,735.67

Total transfer from CIL Reserve to General Fund: **£179,395.69**

Following the above income and expenditure adjustments, the remaining balance within the CIL Reserve is **£146,438.30**, which will continue to be held for future agreed CIL eligible expenditure.

127/26 To consider quotes for works to move the Council office to the youth room

Quotes for internal works and carpeting to the youth room in preparation for the Council office were received and considered.

The quote from contractor 1 for the internal works, in the sum of £2760, was **agreed**. The quote from contractor A for carpeting in the youth room, in the sum of £1090, was **agreed**.

It was noted that BT had quoted £65 for moving the phoneline however there could be a small increase in costs should difficulties be encountered during installation works.

128/26 PUBLIC BREAK

Councillor Dack asked whether there had been any progress regarding speeding on Fakenham Road. The Clerk reported that she had asked the local police to conduct additional speed checks, obtained and forwarded information about Community Speedwatch to Mr Dack, and contacted Norfolk County Council about installing a speed-activated message sign.

It was reported that inconsiderate parking had resumed on Baldric Road. The Clerk had notified the relevant officers of all incidents and could take no further action. Installing birdsmouth fencing on the verges was suggested.

.....

In response to a question about additional bus shelters, the Meeting was advised that there were insufficient funds for the three requested shelters. If some funding became available, the Council would also need to secure match funding through the Parish Partnership Project.

The meeting closed at 8.17pm

Signed Dated

.....