Minutes of the Council Meeting of Taverham Parish Council held on Monday 12 October 2026, held in Suite 2, Taverham Village Hall, commencing at 7.33pm, when there were present:

Mrs C Karimi-Ghovanlou in the Chair

Mrs L Barrington-Smith	Mrs J Latchford
Mrs B Clarke	Ms K Lindsay (from 143/26)
Mr N Dack	Mr S Matthews
Mr H Karimi-Ghovanlou	Mrs C Ward
Mr K Kelly	

Also present: RFO and Clerk

140/26 To receive apologies for absence
Apologies were received from Councillors Barrington-Smith and Parkinson. Apologies were also received from County Councillor Clancy

141/26 To receive Declarations of Interest in items on the agenda
None

142/26 The Minutes of the Council Meeting held on 14 September 2026 were agreed and then signed by the Chairman

143/26 Report items
Councillor Lindsay joined the meeting
Bus shelters: Westcotec had been given the proposed bus shelter locations and was awaiting traffic management costs before providing a quotation. The company also advised that automatic speed watch cameras are not currently approved by Norfolk County Council. The Clerk was requested to enquire with Norfolk County Council about suitable alternatives.
New office update: The partition and carpet had been installed. Following their survey, the carpet supplier identified an error in their quotation, increasing the cost by £400; the revised price remained significantly lower than the other quotations received. The table tennis table was returned to Taverham Lions and was now at the Bob Carter Centre. The pool table was sold, with the proceeds donated directly to the Lions. The Scouts declined the items offered. The library received games and books; the table football game and giant Jenga went to Roundwood; and other items were donated to the Priscilla Bacon charity shop. Very little required disposal at the recycling centre. A quotation would be obtained to lay new vinyl flooring over the worn floor in the new lobby. BT must relocate the telephone line before the office move can take place.
CCTV at Pendlesham Rise: Installation of the new CCTV system is scheduled for later this week. The contractor advised that higher-specification cameras were available at a reduced price and offered a free upgrade, which the Clerk accepted.
Streetlighting at Marriott's Park: The Council was asked whether it wanted streetlights in a further phase of the development. Consistent with its requests for previous phases, the Clerk confirmed that the Council did.
Remembrance Day service: All councillors were invited to attend the church service and were requested to advise Cllr C Karimi-Ghovanlou if they intended to attend so she could ensure that sufficient number of seats were reserved in the church. A remembrance wreath had been purchased. Four thousand poppies had been crocheted to create a 16 metre display to be draped over the church porch.

144/26 District and County Council Members Question Time

District Councillor Karimi-Ghovanlou reported that she had recently attended a training course on domestic abuse and that the course notes had been circulated to all Councillors. She also advised that a judicial review regarding the White Rose Park development in Hellesdon was to be held shortly.

District Councillor Kelly had attended a recent Safer Neighbourhoods Action Panel meeting where speeding in the parish was a source of discussion. He also expressed his concerns that the Parish Council's Traffic and Transportation Committee had agreed that it would welcome an extension of the Beryl bike scheme to the parish.

PUBLIC BREAK

There were no members of the public in attendance

145/26 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.

EP2880	John Allaway	Woodland Contract – Sept 2026	350.00	0.00	350.00
EP2881	RGM	Warden Cover – Litter Pick (3)	285.00	57.00	342.00
EP2882	ESPO	Office/Hmdow Sundries	82.75	16.55	99.30
EP2883	PLG	Postmix, Perry Coach Screws	87.71	17.54	105.25
EP2884	Cozens (UK)	Streetlight Maintenance – Sept 2026 / Six Yearly Electrical and Structural Column Testing 319 Streetlights and Beech Avenue Streetlights, LED Lantern 35 Penn Close	4,136.50	827.30	4,963.80
EP2885	Huws Gray	Squire Die Cast Body Boron Shackle, Loose Bolt Shield Anchor	25.18	5.04	30.22
EP2886	K Rackham	Skatepark Railings Repair	205.32	41.06	246.38
EP2887	Amazon	Hmdow – Bleach/Toilet Rolls	32.34	6.47	38.81
EP2888	Elec-Tech	Hmdow Supply and Install LED Downlight, LED Batten, Enclosed Light Fitting	528.98	105.80	634.78
EP2889	Access Plant	TMG Play Area-Hedge Trimmer Hire	26.70	5.34	32.04
EP2890	EDGE It	AdvantEDGE – Five Year Contract	919.40	183.88	1,103.28
EP2891	ICO	Data Protection Renewal	52.00	0.00	52.00
EP2892	Ian Smith	Office Paper	19.50	3.90	23.40
EP2893	SGW	Payroll Processing – September+ 26	74.00	14.80	88.80
EP2894	APC Pest Control	Mole Contract – Hmdow/TMG	280.00	56.00	336.00
EP2895	Countrystyle	Recycling Collection – Sept 2026	55.00	11.00	66.00
EP2896	Veolia	Hmdow/Recreation-Refuse–Sept 26	321.89	64.38	386.27
EP2897	Taverham VHC	Office, Room Hire, Youth Club, Youth Club and Car Park Elect – Sept 26	498.08	2.70	500.78
EP2898	Norse	Un/Locking Gates – Sandy Lane / Hmdow – September 2026	510.00	102.00	612.00
EP2899	Play Inspection	Outdoor Annual Inspections	708.00	141.60	849.60
EP2900	PKF Littlejohn	AGAR Limited Assurance Review	1,050.00	210.00	1,260.00
EP2901	Barford Hire	Van Hire – August/Sept 2026	299.88	59.98	359.86
~~EP2902~~	~~GardenGuardian~~	~~Horticultural Contract – Sept 26 /Verge Cutting Contract – Sept 26~~	~~4,025.97~~	~~805.20~~	~~4,831.17~~
EP2903	Gary's Carpentry	Youth Room – Installation of Wall	2,760.00	0.00	2,760.00
EP2904	Cash (Debit Card)	Petty Cash – September 2026	123.40	24.27	147.67

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			~~17,457.60~~	~~2,761.81~~	~~20,219.41~~
			13,431.63	**1,956.61**	**15,388.24**

PAYMENTS FOR RATIFICATION

DDebit	Lloyds Bank	Banking Charges – July-August 26	10.00	0.00	10.00
DDebit	SSE	Hmdow – Gas Supply – August 2026	100.75	5.04	105.79
DDebit	Valda	Streetlights Electricity–Sept-Oct 26	2,083.52	416.70	2,500.22
EP2878	Bailey	Hmdow Deposit Return	50.00	0.00	50.00
EP2879	TPI Security	Solar CCTV – 50% Deposit	1,790.00	358.00	2,148.00
			4,034.27	**779.74**	**4,814.01**

ELECTRONIC PAYMENTS MADE 28TH SEPTEMBER 2026 (STAFF RELATED)

TRNS	Staff	September 2026 – Staff Pay	9,785.05	0.00	9,785.05
TRNS	HMRC	September 2026 – Tax and NI	3,283.02	0.00	3,283.02
TRNS	Norfolk Pension	September 2026 – Pension	2,883.22	0.00	2,883.22
			15,951.29	**0.00**	**15,951.29**

ELECTRONIC PAYMENTS MADE 28TH OCTOBER 2026 (STAFF RELATED)

TRNS	Staff	Backdated Pay – Staff Pay	1,431.13	0.00	1,431.13
TRNS	HMRC	Backdated Pay – Tax and NI	820.40	0.00	820.40
			2,251.53	**0.00**	**2,251.53**

RECEIPTS FOR SEPTEMBER 2026

Bank		Interest	403.05	0.00	403.05
Hinks Meadow		Hall Hire	829.01	160.78	989.79
Hinks Meadow		Hall Hire – Deposit	100.00	0.00	100.00
Taverham Football Club		Pitch Fees (July-September 2026)	2,378.53	0.00	2,378.53
			3,710.59	**160.78**	**3,871.37**

Councillors volunteered to complete the following internal audit checks:
Councillor Kelly – Bank reconciliations and sickness record
Councillor Latchford – Petty cash

146/26 The Minutes of the Planning Committee Meetings held on 14 and 28 September 2026 were received.

147/26 The Minutes of the Traffic and Transportation Committee Meeting held on 21 September 2026 were received

148/28 The Minutes of the Recreation Committee Meeting held on 28 September 2026 were received

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149/26 The external auditor's final report was received and the conclusion of audit noted. Notice of the conclusion of audit had been published on the parish council noticeboards and website.

150/26 To comment on the District Council's Review of Hackney Carriage and Private Hire Licensing Policy and Conditions
The Parish Council had no comment to make.

151/26 To comment on the District Council's Review of the Public Spaces Protection Order
The Parish Council had no comment to make

152/26 To confirm allocation of previous year budgets underspends
Councillors agreed to allocate £22912.94 from underspends to the Tennis Court Project Reserve to ensure that there were sufficient funds to pay for a project manager

The meeting closed at 8.01pm

Signed ……..... Dated …….....

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TAVERHAM PARISH COUNCIL

PAYMENTS/RECEIPTS FOR APPOVAL AT COUNCIL MEETING ON 9TH NOVEMBER 2026

EP2908	John Allaway	Woodland Contract – October 2026	350.00	0.00	350.00
EP2909	Elec-Tech	New Light Fitting Installation-HMdow	185.94	37.19	223.13
EP2910	ESPO	Office Sundries – Diary/Highlighters /New Office Mops	26.50	5.30	31.80
EP2911	PLG	D Way–Fencing/Post Repairs Postmix	22.50	4.50	27.00
EP2912	S Salmons	Clerk – Anti Climb Paint – Solar CCTV	11.82	2.37	14.19
EP2913	T Stone	RFO – The Poppy Shop - Wreath	55.00	0.00	55.00
EP2914	Amazon	Solar CCTV – Anti-Climb Paint Sticker / Office Diaries	19.78	3.95	23.73
EP2915	Huws Gray	Bins Repainting/Path at Sandy Lane	72.30	14.46	86.76
EP2916	Cozens (UK)	Streetlight Maintenance – Oct 2026 /Snagging Defects Site off Beech Av	430.00	86.00	516.00
EP2917	SGW	Payroll Processing – September+ 26	35.00	7.00	42.00
EP2918	K Rackham	Hinks Meadow–Repair/Repaint Gates	595.32	119.06	714.38
EP2919	Norse	Un/Locking Gates – Sandy Lane / Hmdow – October 2026	527.00	105.40	632.40
EP2920	Taverham VHC	Office, Room Hire, Youth Club, Youth Club and Car Park Elect – Oct 26	477.79	1.62	479.41
EP2921	GardenGuardian	Horticultural Contract – Sept/Oct 26 /Verge Cutting Contract – Sept/Oct	9,501.92	1,900.40	11,402.32
EP2922	Assistant Clerk	Mileage Claim – April to Sept 2026	47.57	0.00	47.57
EP2923	Countrystyle	Recycling Collection – Oct 2026	40.00	8.00	48.00
EP2924	MayDay	Maintenance Support – Connectivity September/October 26	44.00	8.80	52.80
EP2925	Cash (Debit Card)	Petty Cash – October 2026	44.92	8.98	53.90
			12,487.36	**2,313.03**	**14,800.39**

PAYMENTS FOR RATIFICATION

DDebit	Lloyds Bank	Banking Charges – August-Sept 26	10.00	0.00	10.00
DDebit	SSE	Hmdow – Gas Supply – Sept 2026	97.50	4.88	102.38
EP2905	Wensum Point	Youth Room – Carpet Tiles	1,440.00	288.00	1,728.00
EP2906	Dig It Projects	Rock Salt – Sandy Lane and Hmdow Hall Car Parks	240.83	48.17	289.00
EP2907	BT	October-December 2026 Charges	743.97	148.79	892.76
			2,532.30	**489.84**	**3,022.14**

ELECTRONIC PAYMENTS MADE 28TH OCTOBER 2026 (STAFF RELATED)

TRNS	Staff	October 2026 – Staff Pay	9,554.15	0.00	9,554.15
TRNS	HMRC	October 2026 – Tax and NI	3,527.81	0.00	3,527.81
TRNS	Norfolk Pension	October 2026, including backdated – Pension	3,422.84	0.00	3,422.84
			16,504.80	**0.00**	**16,504.80**

RECEIPTS FOR OCTOBER 2026

Bank	Interest	416.11	0.00	416.11
Broadland District Council	Members Grant	1,250.00	0.00	1,250.00
Broadland District Council	Precept 2026/27 (Second Part)	183,677.00	0.00	183,677.00
Hinks Meadow	Hall Hire	2,040.43	408.09	2,448.52
Hinks Meadow	Hall Hire – Deposit	50.00	0.00	50.00
Mancroft Advice Project	Thorpe Marriott Play Area – Fidget Totem Pole (Right to Play)	1,500.00	0.00	1,500.00
Taverham Tennis Club	Court Fees (July-September 2026)	560.91	0.00	560.91
		189,494.45	**408.09**	**189,902.54**

TAVERHAM PARISH COUNCIL MEETING – 9TH NOVEMBER 2026

BUDGET PICTURE – 2026/27

A Budget Picture for the Council and its committees is to be provided monthly to the Council Meeting. All figures produced are up to date as of 31st October 2026 and in relation to the 2026/27 financial year.

Main Council - Budget Headings	Budget	Spent to Date	Expected	Budget Remaining
Administration	£8,500	£4,224.10	-	£4,275.90
Petty Cash	£900	£474.48	-	£425.52
Miscellaneous	£17,500	£12,912.42	-	£4,587.58
Salaries	£213,690	£112,892.54	£81,000	£19,797.46
Grants	£545	-	£41.25	£503.75
Recycling	£600	£192.50	-	£407.50
Youth Provision *	£18,720	£5,111.92	-	£13,608.08
Section 137	£1,375	£153.10	£214.34	£1,007.56
Streetlighting				
- Energy	£28,200	£10,502.11	-	£17,697.89
- Maintenance Contract	£1,800	£900	£900	-
- Repairs	£6,000	£1,025	-	£4,975
- Structural/Electrical Testing	£3,500	£2,711.50	-	£788.50
Community Safety	£1,000	-	-	£1,000
Agencies	£10,875	£6,524.91	£4,349.94	£0.15
Warden's Van	£3,900	£1,799.28	£1,799.28	£301.44
Publicity	£1,000	£210	-	£790
TPC Events	£500	-	-	£500
Earmarked Reserve–Tennis Court	£20,000	-	£20,000	-
TOTAL	**£338,605**	**£159,633.86**	**£108,304.81**	**£70,666.33**

*Youth Room – The internal wall and new flooring costs have been included within this budget heading, but this is waiting on the Council's decision on how to fund the transfer from Youth Room to Office.

Expected – Figures based on known contract/expected wage costs for the year.

Budget Remaining – Figures based on costs to date and expected contract/wage costs due. The purpose of the Budget Picture is to give an overview of how the budget is being spent to date and funds available for the remainder of the financial year.

The Recreation, Sports and Woodlands detailed Budget pictures are provided at each relevant committee meeting, and minuted as received.

The following committee Budget pictures are a simplified version of each committee and is produced for Councillors' information at the Council's monthly meeting.

Recreation – Budget Headings	Budget	Spent to Date	Expected	Budget Remaining
Running Costs	£30,030	£10,382.32	£14,091.89	£5,555.79
Renewals	£3,000	£878.44	-	£2,121.56
Projects	£2,000	£1,816.70	-	£183.30
Contingency	£1,000	£15.38	-	£984.62
TOTAL	**£36,030.00**	**£13,092.84**	**£14,091.89**	**£8,845.27**

Sports – Budget Headings	Budget	Spent to Date	Expected	Budget Remaining
Tennis	£3,680	£2,950	-	£730
BMX Site	£800	-	£800	£0
Hinks Meadow				
Services	£5,000	£1,447.44	-	£3,552.56
Running Costs	£12,380	£6,340.15	£3,445	£2,594.85
Ground Maintenance	£27,340	£9,966.57	£14,090.61	£3,282.82
Contingency	£1,000	£488.25	-	£511.75
TOTAL	**£50,200.00**	**£21,192.41**	**£18,335.61**	**£10,671.98**

Woodlands – Budget Headings	Budget	Spent to Date	Expected	Budget Remaining
Running Costs	£13,470	£2,946.39	£4,810.28	£5,713.33
Projects	£1,000	-	-	£1,000
Contingency	£1,500	-	-	£1,500
TOTAL	**£15,970**	**£2,946.39**	**£4,810.28**	**£8,213.33**

RFO
3rd November 2026

Financial Summary - Cashbook

Summary of receipts and payments between 01/04/26 and 31/10/26 inclusive. This may include transactions with ledger dates outside this period.

Balances at the start of the year

Ordinary Accounts

Agency Cash	£0.00
Allotment Rent Cash	£0.00
Current Account (Treasurers)	£4,952.95
Hinks Meadow Cash	£0.00
Petty Cash	£38.95
Photocopying Cash	£0.00
Premier Account (Business Bank)	£577,478.29
Total	£582,470.19

RECEIPTS	Net	Vat	Gross
Council	£447,368.84	£0.00	£447,368.84
RECREATION	£15,000.88	£0.00	£15,000.88
SPORTS	£17,219.65	£2,056.93	£19,276.58
Total Receipts	£479,589.37	£2,056.93	£481,646.30

PAYMENTS	Net	Vat	Gross
Council	£159,622.37	£6,511.35	£166,133.72
RECREATION	£20,825.71	£2,792.17	£23,617.88
SPORTS	£25,947.00	£4,208.88	£30,155.88
WOODLANDS	£8,115.23	£187.06	£8,302.29
AGENCIES	£7,880.03	£1,576.02	£9,456.05
DRAPER WAY	£7,514.16	£958.81	£8,472.97
Total Payments	£229,904.50	£16,234.29	£246,138.79

Closing Balances at 31/10/26

Ordinary Accounts

Agency Cash	£0.00
Allotment Rent Cash	£0.00
Current Account (Treasurers)	£6,836.42
Hinks Meadow Cash	£0.00
Petty Cash	£96.10
Photocopying Cash	£0.00
Premier Account (Business Bank)	£811,045.18
	£817,977.70
Total	£817,977.70

Signed

Chair

T.A. Stone

Clerk / Responsible Financial Officer

Bank Account Reconciled Statement

Agency Cash	**7777777777**		
Statement Number	55	Bank Statement No.	55
Statement Opening Balance	£0.00	Opening Date	01/10/26
Statement Closing Balance	£0.00	Closing Date	31/10/26
True/ Cashbook Closing Balance	£0.00		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
	No activity		0.00	0.00	0.00

Uncleared and unpresented effects

Total uncleared and unpresented	0.00	0.00
Total debits / credits	0	0

Reconciled by Tracey Stone

Signed T.A.Stone

Clerk / Responsible Financial Officer

Chair

Date 3-11-26

Bank Account Reconciled Statement

Allotment Rent Cash	**333333**		
Statement Number	55	Bank Statement No.	55
Statement Opening Balance	£0.00	Opening Date	01/10/26
Statement Closing Balance	£0.00	Closing Date	31/10/26
True/ Cashbook Closing Balance	£0.00		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
	No activity		0.00	0.00	0.00

Uncleared and unpresented effects

Total uncleared and unpresented	0.00	0.00
Total debits / credits	0	0

Reconciled by Tracey Stone

Signed T.A.Stone

Clerk / Responsible Financial Officer

Chair

Date 3-11-26

Bank Account Reconciled Statement

Current Account (Treasurers)	**04044636**	**30-96-17**	
Statement Number	55	Bank Statement No.	55
Statement Opening Balance	£4,977.61	Opening Date	01/10/26
Statement Closing Balance	£6,836.42	Closing Date	31/10/26
True/ Cashbook Closing Balance	£6,836.42		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
01/10/26	D/26/8/SSE	SSE	105.79	0.00	4,871.82
02/10/26	EP/26/Back/SS	Samantha Salmons	578.79	0.00	4,293.03
02/10/26	EP/26/Back/Tax	Customs & Excise	820.40	0.00	3,472.63
02/10/26	EP/26/Back/TJ	Tracy Jones	177.97	0.00	3,294.66
02/10/26	EP/26/Back/TM	Tim Molloy	348.97	0.00	2,945.69
02/10/26	EP/26/Back/TS	Tracey Stone	325.40	0.00	2,620.29
02/10/26	Transfer		0.00	2,787.94	5,408.23
05/10/26	EP2879	TPI Security	2,148.00	0.00	3,260.23
05/10/26	Transfer		0.00	2,148.00	5,408.23
12/10/26	D/26/9-10/Valda	Valda Energy	2,500.22	0.00	2,908.01
17/10/26	EP2880	John Allaway	350.00	0.00	2,558.01
17/10/26	EP2881	Rgm	342.00	0.00	2,216.01
17/10/26	EP2882	ESPO	99.30	0.00	2,116.71
17/10/26	EP2883	PLG	105.25	0.00	2,011.46
17/10/26	EP2884	Cozens Lighting	4,963.80	0.00	-2,952.34
17/10/26	EP2885	Huws&Gray	30.22	0.00	-2,982.56
17/10/26	EP2886	Rackham Engineering	246.38	0.00	-3,228.94
17/10/26	EP2887	Amazon	38.81	0.00	-3,267.75
17/10/26	EP2888	Elec-Tech Electrical Services Limited	634.78	0.00	-3,902.53
17/10/26	EP2889	Access Plant (Hire & Sales)	32.04	0.00	-3,934.57
17/10/26	EP2890	Edge Designs	1,103.28	0.00	-5,037.85
17/10/26	EP2891	PRS Ltd	52.00	0.00	-5,089.85
17/10/26	EP2892	Ian Smith Group	23.40	0.00	-5,113.25
17/10/26	EP2893	Safeguard World	88.80	0.00	-5,202.05
17/10/26	EP2894	APC Pest Control	336.00	0.00	-5,538.05
17/10/26	EP2895	Countrystyle	66.00	0.00	-5,604.05
17/10/26	EP2896	Veolia	386.27	0.00	-5,990.32
17/10/26	EP2897	Taverham VHC	500.78	0.00	-6,491.10
17/10/26	EP2898	Norse Commercial Services	612.00	0.00	-7,103.10
17/10/26	EP2899	The Play Inspection Compan	849.60	0.00	-7,952.70

Bank Account Reconciled Statement

17/10/26	EP2900	PKF Littlejohn LLP	1,260.00	0.00	-9,212.70
17/10/26	EP2901	Barford Hire Ltd	359.86	0.00	-9,572.56
17/10/26	EP2903	Gary's Carpentry & Joinery	2,760.00	0.00	-12,332.56
19/10/26	D/26/10/Bank	Bank	10.00	0.00	-12,342.56
19/10/26	EP2905	Wensum Point Carpets	1,728.00	0.00	-14,070.56
19/10/26	EP2906	Dig It Projects Franchising Ltd T/A Garden-Shopping	289.00	0.00	-14,359.56
19/10/26	Transfer		0.00	20,219.41	5,859.85
19/10/26	Transfer		0.00	2,017.00	7,876.85
19/10/26	Transfer		147.67	0.00	7,729.18
21/10/26	EP2907	British Telecom	892.76	0.00	6,836.42
27/10/26	Transfer		0.00	9,554.15	16,390.57
28/10/26	EP/26/10/Pension	Norfolk Pension Fund	3,422.84	0.00	12,967.73
28/10/26	EP/26/10/SP	S Pickett	331.41	0.00	12,636.32
28/10/26	EP/26/10/SS	Samantha Salmons	3,312.90	0.00	9,323.42
28/10/26	EP/26/10/Tax	Customs & Excise	3,527.81	0.00	5,795.61
28/10/26	EP/26/10/TJ	Tracy Jones	1,427.00	0.00	4,368.61
28/10/26	EP/26/10/TM	Tim Molloy	1,785.92	0.00	2,582.69
28/10/26	EP/26/10/TS	Tracey Stone	2,004.14	0.00	578.55
28/10/26	EP/28/10/SWD	Sadie Webb-Davies	692.78	0.00	-114.23
28/10/26	Transfer		0.00	6,950.65	6,836.42

Uncleared and unpresented effects

Total uncleared and unpresented	0.00	0.00
Total debits / credits	41818.34	43677.15

Reconciled by Tracey Stone

Signed T.A.Stone

Clerk / Responsible Financial Officer

Chair

Date 3-11-26

Bank Account Reconciled Statement

Hinks Meadow Cash	**444444**		
Statement Number	55	Bank Statement No.	55
Statement Opening Balance	£0.00	Opening Date	01/10/26
Statement Closing Balance	£0.00	Closing Date	31/10/26
True/ Cashbook Closing Balance	£0.00		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
	No activity		0.00	0.00	0.00

Uncleared and unpresented effects

Total uncleared and unpresented	0.00	0.00
Total debits / credits	0	0

Reconciled by Tracey Stone

Signed T.A.Stone

Clerk / Responsible Financial Officer

Chair

Date 3-11-26

Bank Account Reconciled Statement

Petty Cash	**8888888888**		
Statement Number	55	Bank Statement No.	55
Statement Opening Balance	£2.33	Opening Date	01/10/26
Statement Closing Balance	£96.10	Closing Date	31/10/26
True/ Cashbook Closing Balance	£96.10		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
19/10/26	PC 23	Petty Cash (General)	3.67	0.00	-1.34
19/10/26	Transfer		0.00	147.67	146.33
20/10/26	PC 24	Petty Cash (General)	10.73	0.00	135.60
26/10/26	PC 25	Petty Cash (General)	39.50	0.00	96.10

Uncleared and unpresented effects

Total uncleared and unpresented	0.00	0.00
Total debits / credits	53.9	147.67

Reconciled by Tracey Stone

Signed T.A.Stone

Clerk / Responsible Financial Officer

Chair

Date 3-11-26

Bank Account Reconciled Statement

Photocopying Cash	**222222**		
Statement Number	55	Bank Statement No.	55
Statement Opening Balance	£0.00	Opening Date	01/10/26
Statement Closing Balance	£0.00	Closing Date	31/10/26
True/ Cashbook Closing Balance	£0.00		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
	No activity		0.00	0.00	0.00

Uncleared and unpresented effects

Total uncleared and unpresented	0.00	0.00
Total debits / credits	0	0

Reconciled by Tracey Stone

Signed T.A.Stone

Clerk / Responsible Financial Officer

Chair

Date 3-11-26

Bank Account Reconciled Statement

Premier Account (Business Bank) 06376113 30-96-17

Statement Number	55	Bank Statement No.	55
Statement Opening Balance	£664,819.79	Opening Date	01/10/26
Statement Closing Balance	£811,045.18	Closing Date	31/10/26
True/ Cashbook Closing Balance	£811,045.18		

Date	Cheque/ Ref.	Supplier/ Customer	Debit (£)	Credit (£)	Balance (£)
02/10/26	91/26 HM3422	Broadland DC	0.00	33.35	664,853.14
02/10/26	REC 14	Broadland DC	0.00	184,927.00	849,780.14
02/10/26	Transfer		2,787.94	0.00	846,992.20
05/10/26	Transfer		2,148.00	0.00	844,844.20
09/10/26	Interest - Oct 2026	Bank	0.00	416.11	845,260.31
14/10/26	105/26 HM3424	Hartbeeps	0.00	422.68	845,682.99
14/10/26	108/26 HM3423	Karate (Jordan)	0.00	90.57	845,773.56
15/10/26	103/26 HM3418	Slimming World	0.00	546.00	846,319.56
15/10/26	93/26 HM3417	Slimming World	0.00	546.00	846,865.56
16/10/26	104/26 - HM3425	Public	0.00	55.20	846,920.76
16/10/26	104/26D HM3425	Public	0.00	50.00	846,970.76
19/10/26	106/26 HM3426	Noble - Knit & Knatter	0.00	75.50	847,046.26
19/10/26	Transfer		20,219.41	0.00	826,826.85
19/10/26	Transfer		2,017.00	0.00	824,809.85
20/10/26	REC 15	Tennis Club	0.00	560.91	825,370.76
21/10/26	111/26 HM3428	Mindful Movement Yoga	0.00	113.28	825,484.04
21/10/26	112/26 HM3427	Public	0.00	87.75	825,571.79
22/10/26	98/26 HM3429	Baby Ballet (Canning)	0.00	90.57	825,662.36
23/10/26	101/26 HM3430	Brownies	0.00	254.23	825,916.59
26/10/26	REC 16	Mancroft Advice Project (MAP)	0.00	1,500.00	827,416.59
27/10/26	Transfer		9,554.15	0.00	817,862.44
28/10/26	Transfer		6,950.65	0.00	810,911.79
30/10/26	109/26 HM3431	Young Carers	0.00	133.39	811,045.18

Uncleared and unpresented effects

Total uncleared and unpresented	0.00	0.00

Bank Account Reconciled Statement

Total debits / credits	43677.15	189902.54

Reconciled by Tracey Stone

Signed T.A.Stone

Clerk / Responsible Financial Officer

Chair

Date 3-11-26

Minutes of the Sports Committee meeting held on Monday 26 October 2026, in Suite 2, Taverham Village Hall, commencing at 7.36pm when there were present:

Mrs J Latchford was in the Chair

Mrs B Clarke	Mrs C Karimi-Ghovanlou
Mr N Dack	Mr S Matthews

Also present: Clerk, and 3 members of the public

Apologies for absence: received from Cllr Parkinson

Declarations of Interest in items on the agenda: None

The Minutes of the meetings held on 22 June 2026 were agreed and then signed by the Chairman.

Report items
Hinks Meadow Cark Park Barriers: The barriers had been urgently removed and sent to a local engineering firm for repair following a report that the welds were failing.
Birdsmouth fencing: The replacement of the fencing to the front of Hinks Meadow had been completed

The current budget picture was received.

To receive the Annual Tree Survey and to consider quote for safety works
The report was received and the quote for safety works in the sum of £300 was accepted.

Football Club and Tennis Club reps forum
A member of Taverham Tennis Club was present. In response to a query regarding progress of the tennis court project, she was advised that the Council had now set aside a sum for costs relating to hiring a project manager, the build would be funded by CIL contributions which were expected during 2027, and that quotes had been received for repairs to the courts in spring and autumn though it was hoped that the build would be underway before the autumn.

To discuss the condition of the football pitches at Hinks Meadow and to consider applying for a pitch improvement grant
The Football Club Chairman attended and reiterated concerns about the playing surfaces at Hinks Meadow. He reported that the Club had been offered an alternative venue but would prefer to remain at Hinks Meadow if the surfaces improved. The Committee was reminded that access to water was not viable, although intensive top-dressing could improve soil composition and strengthen grass roots. A report on a tapering Football Association grant for this work was circulated, together with the current maintenance schedule. Members were concerned about committing to a costly six-year programme with no guarantee of success, but recognised that taking no action would likely lead to further deterioration. The Council's maintenance contractor was trialling clover to increase nitrogen and an alternative wetting agent to help retain moisture during drier periods.
The Football Club Chairman confirmed that the Club could contribute towards the increased costs and would welcome doing so in support of the Sports Committee's investment in the facility.

……

It was **AGREED** that the Clerk would begin the pitch assessment process with a view to applying for a Grass Pitch Maintenance Grant.

The Meeting closed at 8.43pm

Signed…….. Dated……

MEETING DATES 2027

January	11th	Planning & Council	
	25th	Planning & Estimates	
February	8th	Planning & Council	
	22nd	Planning & Recreation	
March	8th	Planning & Council	
	22nd	Planning & Sports	
April	12th	Planning & Council	
	20th (Tues)	**Annual Parish Meeting**	**Old Hall**
	26th	Planning & Woodlands	
May	17th	**Annual Council**	**Old Hall**
	24th	Planning & Recreation	
June	14th	Planning & Council	
	28th	Planning & Sports	
July	12th	Planning & Council	
	26th	Planning & Woodlands	
August	9th	Planning & Council	
September	13th	Planning & Council	
	27th	Planning & Recreation	
October	11th	Planning & Council	
	25th	Planning & Sports	
November	8th	Planning & Council	
	15th	Performance Review	
	22nd	Planning & Woodlands	
December	13th	Planning & Council	
	20th	Budget setting for Recreation, Sports & Woodlands Committees for 2028/29	

All meetings are held in Suite 2, Taverham Village Hall, unless otherwise stated. Planning Committee Meetings commence at 7.30pm. Council Meetings will commence immediately following the end of Planning Committee Meetings. Planning Committee Meetings may be adjourned at 8.15pm if they overrun, resuming at the close of Council Meetings.

Agenda item: **To consider the quotation for flooring in the new office foyer and confirm the budget to fund refurbishment costs**

Flooring quotation
A quotation of **£466.67** has been received from Wensum Point Carpets for flooring works in the new office WC, hall and cupboard, together with replacement coir matting at the entrance.
The quotation includes fitting V1123 herringbone vinyl flooring directly over the existing vinyl, applying silicone after fitting, supplying the necessary bars, and using a small amount of feather filler to fill the holes discussed.

Recommendation
That the Council approve the quotation of £466.67 and agree that the cost be met from the **New Office Reserve**, subject to confirmation that sufficient funds are available.