Wreningham Parish Council
Meeting Minutes

Tuesday 8th September 2026
Margaret Preston Room, Wreningham Village Hall, 7:30pm

In Attendance: Cllr M Hill (Chair), Cllr A Tancred, Cllr Lambert, Cllr N Wilson, Cllr K Morris.
Parish Clerk: Tina Higlett.
District Councillor – J Webber
County Councillor – G Douglas-Beet
Six members of the public in attendance

1. Apologies for absence. Cllr Glaves had sent his apologies. Council accepted.
   Chair advised Cllr Tancred would be late attending the meeting.

2. Declaration of Interest for Items on the Agenda and Dispensations for Councillors with a Pecuniary Interest. None.

3. Approve the minutes of the 14th July 2026 meeting. Unanimously approved, no changes.

4. Matters arising from the Minutes. None. Agenda had covered all points.

7:45pm - Cllr Tancred joined the meeting.

5. Open Forum, including reports from District & County Councillors.
   1. Public In attendance
      Member of public had an interest in agenda item 7.5 Community Infrastructure Levy and asked if this could be used towards the solar panels on the village hall.

      County Councillor - Cllr Gary Douglas-Beet advised attendees that he would prefer to be called by his first name. Report forwarded to councillors prior to meeting. Available on village website. Spoke of the Local Government Reorganisation which the government has now paused after legal advice. Batteries should be recycled at designated drop-off locations to prevent environmental harm and reduce fire hazards.

      District Councillor - Cllr Webber advised a report had been forwarded to councillors prior to meeting. Available on the village website. Spoke briefly on National Planning Policy Framework changes. It sets out the government's policies for plan-making and for making decisions on development proposals in England. Concerns over small builds, planning not going to committee and possible incorrect decisions made.

6. Responding to and working with other bodies
   1. Planning
   a) To consider a response to planning applications.
      2026/0364(Amended) Proposal: Construction of new self-build dwelling following demolition of agricultural building Location: Fir Grove, Hethel Road. Type: Full Planning Permission. Comments by 3rd September 2026
      Members stated they had no comment.
      2026/2305 App Type: Listed Building. Location: Glastonbury Cottage, Top Row. Proposal: Replacement of three downstairs windows to double glazed windows. Comments by 16th September 2026.
      Members stated they had no objection.
      2026/2046 App Type: Larger Householder. Location: Flordonia, Wymondham Road. Proposal: Proposed single storey flat roof rear extension extending 6m from the rear wall of the original dwelling house, with a maximum height of 3.10m and an eaves height of 2.70m. Comments by 11th September 2026.
      Members stated they had no objection.
   b) Planning decisions

2026/1993 Approval of Condition. Former Site of High Common Farm, Wymondham Road. Details reserved by condition 4c of 2023/3836 - site investigation. Approval of details. Approved (Delegated) 28 August 2026.

2026/2006 Approval of Condition. Yellow Brick Barn, Wymondham Road. Details reserved by condition 3, 4, 6 and 11 of 2024/2266 - 3 Materials Schedule, 4 Boundary Treatments Plan, 6 External Lighting Plan, 11 Air Source Data Sheet. Approval of details. Approved (Delegated) 24 August

2. Consultations

a) The Greater Norwich Local Plan 2045 Scoping consultation. Consultations are open from 17th August – 28th September 2026.
Members duly noted.

7. Finance

1. Councils current financial standing
Business Community Account at 18th August 2026 £29343.31
2. To approve payments
a) T Higlett salary Aug/September £489.88
b) HMRC periods 5 and 6 £117.60
c) Earth Anchors - Reading Room bench £1,318.80
d) Norfolk PTS – Autumn Seminar £67.20
e) K Morris – essential supplies for play area £270.52
3. Payments made between meetings
a) Kedel – Bench playing field £600.59
4. Income received
a) South Norfolk Litter pick £500.00
5. Community Infrastructure Levy
Clerk advised council that Community Infrastructure Levy money could be used towards the replacement of play equipment. Member of the public had previously asked if the CIL money could go towards the solar panels. Chair asked the clerk to investigate whether it could be used for the project and proposed addressing CIL spend at a later date.

8. Village Organisations

1. Village Hall solar panel project.
Cllr Tancred advised they had been unsuccessful in obtaining a grant from the Bracon Ash Solar Farm project. The Geoffrey Watling Trust had awarded £4,000. Another grant submission is the Community Foundation Grant through South Norfolk Council. £10,000 has been applied for; decision in October 2026.
The Colour Run planned for September has been postponed as ticket sales was not good, along with the request for assistance. Reschedule for 2027. Planned events in the village are not being taken up as previously experienced. Uncertain as to why.
Topping out the trees on the village hall land will cost around £150- £200. This is to prevent shading of solar panels.
The VAT refund on the electricity paid for will be lower than originally anticipated, as the claim cannot be backdated as far as anticipated.
Discussion on the council's contribution, whether it is a loan or a grant. The Council had agreed to grant up to £8,000 (depending on shortfall) to assist the project in reaching its target. Cllr Tancred has submitted a grant application for £8,000 from the Council following an extraordinary meeting in June 2026.
2. Wreningham Church Clock maintenance
The Chairman stated that three quotes had been received. One was well over £20,000 and was turned down. Two were for around £10,000. Appealing to the community for funds could not be concurrent with the appeal for the solar project. It was decided to postpone the work, and any fund raising, to 2027. Clerk will advise contractors of the council's decision.

9. Asset Management
    1. Playing field
        a) Play Equipment
        Cllr Morris advised he had attended the play inspection course run by Community Action Norfolk and found it very informative. Cllr Glaves was unable to attend and will re-arrange an alternative date. On the 26th September routine maintenance will be carried out on the site and an appeal made for volunteers to assist with the tasks. Currently looking into grant applications to replace some of the equipment. Cllr Tancred asked if an application has gone to 'Awards for All'. To date no grant has been applied for. Cllr Morris advised that signage should be installed on the site advising of the owner's name and contact details. Wreningham Parish Council are the owners. It was suggested the clerk's telephone number should be considered.
        b) Grass cutting – contract, proposed annual costs
        Mr Lake had returned the signed contract but explained that due to increase of works requested by the parish council the costs would require amending. Currently the council pays £1100 per year. Increase in cost for 2027 will be £1150 due to cost of living. Members have asked Mr Lake to cut the grass around the village hall in the future which will add another £540.00. Total cost to £1690.00. Cllr Morris requested that the wording specifically include that there should be no damage to football nets or play equipment. These items are already covered under the existing reference to council property.
        Three councillors were in favour of the Chairman signing the amended contract.

    2. Benches purchased and installation
        a) Reading Room – once installed there will be two benches on the site.
        b) Playing Field – installed
        c) Approval for 1 further bench. Potential locations:
            1. Front of village hall. VHMC representatives expressed support
            2. Library Bus stop, Stephens Lane, Top Row. Need to identify ownership of the land and obtain permission.
            3. Penny Green - Need to identify ownership of the land for permission

    Clerk to update Asset register for (a) & (b).

10. Highways
    1. Parish Partnership Scheme - Local Highways Improvements.
    Clerk suggested possible traffic calming measures by the school. Proposed contacting Norfolk County Council Highways Engineer for assistance.
    2. Area opposite Travis Perkins – work pending
    Chairman to contact Highways regarding the scheduled repairs
    3. Ashwellthorpe Road signage is faded by the chicken farm as you come into the village. Weight limit signage on Bridge Road also needs attention.

11. Management of the Parish Council
    1. Review of Complaints Policy - This was agreed with no changes.
    2. Review of Equality and Diversity Policy - This was agreed with no changes
    3. Parish Council Information Audit - Clerk advised undertaking an audit on Council held information.
    4. Tree warden - No appointment. Chair suggested a Mardle advertisement
    5. Footpath warden - No appointment. Chair suggested a Mardle advertisement
    6. Playing field group – Lead, Cllr Morris, agreed to oversee the playing field group.
    7. Staffing
        a) Clerks Pay review 2026/27
        Clerk's pay rise allocated by the government at 3.3% (which equates to 55p per hour.) backdated to April 1st. Chairman suggested clerk should have a staff appraisal to discuss hours and next pay spine increment as per clerk's contract. Cllr Lambert agreed to conduct this along with the Chairman. Date to be

arranged.

b) Clerks' attendance to Norfolk PTS Autumn Seminar
All in favour of attendance.

8. To set a date for the internal review.
Cllr Tancred as the appointed councillor will arrange a suitable date with the clerk to carry out review.

12. Date of next meeting – 10th November 2026.
Cllr Tancred suggested new Head of School should be invited to the next meeting.

Meeting closed at 21:20.