Minutes of the Ordinary Meeting of Haddiscoe Parish Council Held at Haddiscoe Village Hall on Monday 7 September 2026 at 7.00pm

Present
Cllr Chidgey (Chair) (CC), Cllr Riley (Vice Chair) (CR), Cllr Johnson (CJ), Cllr Kelsey (SK), Cllr Aldren (MS)
Also present: County Cllr Boyd (GB) and Parish Clerk
Cllr Beevor (RB) arrived at 7.30 p.m.

1. Welcome
The chair welcomed everyone to the meeting.

2. Apologies for Absence
There were no apologies for absence.

3. Declarations of Interest and Requests for Dispensations
No declarations of interest were made and no requests for dispensations were received.

4. Approval of the Minutes of the Parish Council Meeting held on 29th June 2026
The minutes of the Parish Council Meeting held on 29th June 2026 were approved as a true and accurate record and were carried all in favour.

5. Public Forum
It was noted that the Police, although invited to join the meeting, did not attend.

GB discussed his September report that he had published and highlighted that the local government reorganisation has been halted pending a review by central Government. This means for now, everything will remain the same. Clerk to publish the report on the PC website. **(1)**

SK expressed an interest in the bus shelter scheme and GB is to forward this information to the clerk. **(2)** Clerk to publish bus shelter scheme to Cllrs. **(3)** SK is also interested in the Look Twice Save a Life scheme and it was agreed that the link regarding the course be added to the PC website and Facebook page. **(4)**

6. **Matters Arising from the Previous Minutes (not on the Agenda)**
CR requested the clerk to investigate the use of One Drive for the upload of incoming email correspondence so there is a central place for this and to cut down on email traffic**. (5)**

Clerk to speak with the village hall regarding access to the noticeboard and future hall bookings. **(6)**

Planning – To Note Any Planning Applications, Decisions or Consultations Received Since the Last Meeting – there were none.

7. **Finance**
   7.1 To Consider and Approve Payments and Note Any Income Received – there were none. Discussions with the bank regarding change of signatories is ongoing.
   7.2 The budget report was discussed and the clerk is to contact Liz Fulcher regarding the format of the budget report. **(7)**

8. **Governance**
Standing Orders, Annual Review of the Effectiveness of Internal Control, Financial Risk Assessment, Financial Regulations, Risk Management Policy, IT Policy, Guide for the Public Attending and Speaking at Meetings, Freedom of Information Publication Scheme, Fees and Charges Policy, Internal Control Policy and the Equality and Diversity Policy were up for discussion as it was time for their annual review.

It was carried all in favour that no changes were necessary but the clerk should obtain clarification on the press recording meetings and what happens to the tapes afterwards. **(8)**

It was also agreed that the clerk should update the Asset Register to be reviewed at the next meeting. **(9)**

Clerk to contact Highways regarding maintenance and filling of salt bins as Winter is approaching. **(10)**

CC requested the clerk to investigate the process of moving over to .gov email addresses for the PC in order to meet digital compliance needs. In addition, to investigate back up for information held digitally. **(11)**

It was agreed that a list of FAQ's should be added to the website regarding public attendance at meetings with a link to the policy, Guide for the Public Attending and Speaking at Meetings. In addition, a welcome poster should be posted on Facebook encouraging public attendance at meetings. **(12)**

9. To Receive General Correspondence

A discussion took place about the land and the Network Access Agreement (Wayleave) with CityFibre. This was carried all in favour to go ahead and CC signed the Agreement. Clerk to send back to CityFibre in readiness for the work to commence. **(13)**

The New Great Yarmouth Local Plan Scoping Consultation and Call for Sites was discussed, the deadline for the consultation is 5th October 2026.

South Norfolk Local Plan – clerk to check deadline by next meeting and flag this up with Cllrs a week before the meeting. **(14)**

Clerk to circulate a full correspondence document as soon as possible and call an extraordinary meeting in-between if necessary. **(15)**

MA advised there is no update on Church Lane and the fence matter.

10. To Receive Any Updates Regarding Haddiscoe Dam/Norfolk Highways
Clerk to obtain an update on this as 2 people have died on this piece of road and a full explanation is required along with next steps. **(16)** Chase Gary Overland at Norfolk Highways for this and a response to the two deaths. Request what the options are for improving awareness to this stretch of road as it is clear that the village still has a speed problem. Clerk to invite Norfolk Highways and the Police to attend the November meeting or arrange a Teams call. If the issue is funding of improvements, we need to know.

11. Councillor Vacancy– To Receive an Update on the Casual Vacancy Process
Clerk to check if time limit has passed and if the PC can go ahead with co-option of a new councillor. Clerk to post an advert on the website with a link to the application process and Facebook page to invite applications. **(17)**

12. **Any Other Business** (to be given to the Clerk prior to the meeting)
There was no any other business.

13. **To Confirm the Date and Time of the Next Meeting** – Monday 2nd November at 7.00 p.m.

The meeting closed at 8.20 p.m.

DRAFT