

Meeting Minutes of Horningtoft Parish Council
Wednesday 12th November at 7.30pm at St Edmunds Church, Horningtoft

Present: Parish Councillors: Andrew Hill (Chairperson), Graham Drew, Tracey Hawke, Pauline Chapman and Simon Hibberd

Also present: Donna Secker (Parish Clerk), 1 member of the public

Cllr Hill welcomed everyone to the meeting and thanked everyone for attending.

1. To consider accepting apologies for absence

No apologies received

2. To consider any declaration of interest

No declarations of interest were received

3. To approve the minutes of the meeting held on 10th September 2025

It was resolved to accept the minutes of the last meeting as a true record, and it was signed by the Chairman.

4. To receive any brief updates from County and District Councillor

County Cllr Kiddle-Morris' full report can be found on the website. It was confirmed that Norfolk County Council have agreed to the Devolution deal and Norfolk will be merging with Suffolk. The County Council election will still take place in May 2026 and the nominated Councillor will stand for a year due to the changes that will take place after a mayor is elected.

5. Open Forum for Public Participation: an opportunity to hear from members of the public

Parishioner requested an update on the refurbishment of the wooden village sign. The clerk is still chasing for a response from a local resident. The second fingerpost is now being refurbished.

6. To report and update on highways

Due to two recent accidents on the B1146, the Council will continue to push for a speed reduction to 40mph. County Cllr Kiddle-Morris confirmed that the gateway is now with the designers and highways have approved the site for the location. The Council feels that once this is in place that this will still not slow down vehicles.

7. To discuss and comment on the Local Plan

The Council discussed this at length, the most impact will be within the Litcham area. The Council will submit a no comment as it doesn't directly impact Horningtoft.

8. Applications

8.1 To receive planning applications from Breckland District

PL/2025/1642/HOU- Orchard House, Oxwick Road-Demolition of existing single-storey rear extension and detached outbuilding. Erection of a side extension and two-storey rear extension plus garage building to the front and detached outbuilding to the rear. The Council agreed to submit - no objections.

8.2 To receive an update on application decisions taken by Breckland District Council

9. Finance

9.1 To discuss and approve the financial budgets and precepts for 2026-27

The Council discussed the financial budget and agreed that the Precept to remain at £2400.00. The budgets were also agreed upon for 2026/27.

9.2 To approve the financial payments for November 2025

The Council agreed and approved the list of payments for November 2025

9.3 To discuss and approve the new government email address for the Council

The Clerk updated the Council that, due to changes on the External audit forms, it will be a requirement for the Council to adopt a gov.uk email address. The Clerk has applied for a new email address for the council for free of charge, which will fulfil the requirements needed. However, to comply with the new government changes, the website will need to be upgraded, which will involve a cost of approximately. £275 for a three-year upgrade package. The Council agreed to the upgrade and the additional cost this will involve.

10. To approve and update the following policies

10.1 Freedom of information -The policy was reviewed and updated. This was agreed

10.2 Risk Management- The policy was reviewed and updated. This was agreed and approved

11. To discuss quarterly meetings

It was agreed to continue with bi-monthly meetings.

12. To receive items for the next meeting agenda date, Wednesday 14th January 2026.

The meeting finished at 20.18

Cheque number	Cheque payable to	Reason for Payment	Cheque amount
100560	D.K.Secker-Sept & Oct	Salary	£216.56
100561	Wix.com	Website	£259.20
	Total		£488.22