

Meeting Minutes of Horningtoft Parish Council
Wednesday 13th May 26 at 7.00pm at St Edmunds Church, Horningtoft

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

Also, present: Donna Secker (Parish Clerk), 4 members of the public

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

1. To elect the Chairman-The Chairman to sign the declaration of acceptance of office

It was a unanimous vote that Cllr Hill be elected and continue the role of elected Chairperson. The declaration of acceptance form was signed.

2. To elect the Vice Chairperson-Vice Chairperson to sign the declaration of acceptance of office

It was a unanimous vote that Cllr Hawke be elected as the Vice Chairperson and continue the role of elected Vice Chairperson. The declaration of acceptance form was signed.

3. To consider accepting apologies for absence

No apologies received

4. To consider any declaration of interest

No declarations of interest were received

5. To approve the minutes of the meeting held on 11th March 2026

The minutes of the last meeting were accepted as a true record and were signed by the Chairman.

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

Due to a fire at Wiser, the recycling site in Thetford, which recycles small electrical appliances and batteries, kerbside collections will be suspended. Breckland are working hard to secure another outlet.

County Councillor Kiddle-Morris was not re-elected. He has represented NCC and attended most meetings for the last 17 years in Horningtoft. The parish would like to thank him for all his hard work and for facing the many challenges regarding highway problems.

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

The speedwatch coordinator updated the council. Currently there are 8 residents all willing to join. The locations for the speeding sites will be confirmed and then training will commence within the next few weeks, 2 hours of training and then the equipment will be delivered.

8. To discuss and update on highway

The Horningtoft sign on the B1146 has collapsed, the Clerk will report this yet again and request for repair and for it to be repositioned.

A "T" junction sign on the Whissonsett road is missing; the clerk will report this. Potholes on the Brisley road have been repaired.

Unfortunately, the speeding on the B1146 is still a concern to the Council, especially as you drive around Norfolk and see other areas successfully having a 50mph speed limit in place and yet highways are not prepared to reduce the B1146. The Council will continue to push for this to be changed.

Fly-tipping was reported on the Brisley Road, Breckland cleared this up immediately, which was a positive thing.

9. To discuss and approve the increase in cost for the contractor for the churchyard grass cutting

Due to the increase in fuel cost, the contractor has increased his charges by £5.00. The Council agreed to continue with the increase, which will now be £115.00 per cut.

10. To update the Council on the Village sign refurbishment

The gentleman who kindly refurbished the finger posts cannot carry out the request from the Council to clean up the sign and coat it with oil. The clerk has contacted a few other contractors, but all have inspected the sign and are not able to carry this out. A parishioner who helped with the sign when it was first installed may be able to help. This will be added to the next agenda.

11. Applications

11.1 To receive planning applications from Breckland District

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

12. Finance

12.1 To approve the list of payments for May 2026

The Council agreed to the list of payments for May 2026

12.2 To discuss and approve the insurance quote

The insurance quote has not changed from last year. The Council agreed to continue with the same insurance company and renew the policy for £196.00

12.3 To approve the Annual Governance and Accountability return, approve the following documents:

The certificate of exemption, Annual Audit Report and Annual Governance Statement

All the paperwork was signed and completed by the Chairman. This will be sent off to the external auditor for review and the full document will be displayed on the parish's website.

13. To receive items for the next meeting agenda on Wednesday, 8th July 2026

Village sign and entry sign on the B1146.

The meeting finished at 19.46

Cheque number	Cheque payable to	Reason for Payment	Cheque amount
570	D.K.Secker-Mar & Apr	Salary	£187.60
571	L. Jarrett	Auditor	£30.00
572	Zurich	Insurance	£196.00

	Total		£413.60
--	--------------	--	---------