

Meeting Minutes of Horningtoft Parish Council
Wednesday 14th January 2026 at 7.30pm at St Edmunds Church, Horningtoft

Present: Parish Councillors: Andrew Hill (Chairperson), Graham Drew, 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

Cllr Hawke sent her apologies, which were accepted.

2. To consider any declaration of interest

No declarations of interest were received

3. To approve the minutes of the meeting held on 12th November 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

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

No issues to raise.

6. To report and update on highways

County Cllr Kiddle-Morris has implemented a set of village gates on the B1146; this will be paid out of the County Cllr's budget. The Council were disappointed that only one set of gates was installed, but County Cllr Kiddle-Morris stated that this was only the first stage. The Council will continue to push for a speed limit reduction. Two potholes on the Whissonsett road will be reported.

7. To approve the Land and asset List

The Clerk circulated the Asset list before the meeting for the Council to confirm is accurate. The Clerk will make the amendments. This was approved.

8. Applications

8.1 To receive planning applications from Breckland District

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

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 – APPROVED-with conditions

9. Finance

9.1 To approve the financial payments for January 2026

The Council agreed and approved the list of payments for January 2026

9.2 To update the Council on the email address and website

The new Council email address is now in place. The new website address for Horningtoft will be horningtoftparishcouncil.gov.uk, with immediate effect.

10. To approve and update the following policies

10.1 IT Policy -The policy was reviewed and updated. This was agreed

10.2 Data Protection- The policy was reviewed and updated. This was agreed and approved

11. To receive items for the next meeting agenda date, Wednesday 11th March 2026.

The meeting finished at 1952

County Cllr Kiddle-Morris arrived after the meeting had finished.

| Cheque number | Cheque payable to | Reason for Payment | Cheque amount |
|---------------|----------------------|--------------------|---------------|
| 100562 | D.K.Secker-Nov & Dec | Salary | £176.40 |
| 100563 | HMRC | PAYE | £11.20 |
| 100564 | K. Walpole | Grass cutting | £220.00 |
| 100565 | Robert Norfolk | Village posts | £33.88 |
| | Total | | £407.60 |