

STOKE HOLY CROSS PARISH COUNCIL

Minutes of the Parish Council meeting held at The Community Hall on Thursday 3rd September 2026 at 7.30pm.

Present: Cllrs S Collins (Chair), G Iaccarino (Vice-chair),
R Mouncer, D Mouncer, M Norris and P Russell.
Parish Clerk/RFO: D Wickham.
County and District Councillor: J Webber.
5 members of the public.

Minute Ref No:

1. **To consider approving any apologies for absence.** 26/077
Apologies were received from Cllr Cooper. These were approved by the Council.
2. **To receive any declarations of interest, and requests for dispensation, on any items to be discussed.** 26/078
Cllr Russell declared an interest in item 5.1 (expenses claim).
3. **To suspend the meeting for questions from members of the public and to receive reports from District and County Councillor(s).** 26/079
The Allotment Association Chairman outlined proposals to install new gates to replace the existing ones, which were no longer fit for purpose. This would improve security at the site, as required by the Association's insurance policy. Details of the proposals would be considered by the Council at its next working group meeting. **ACTION: ALL**
It was noted that there had been an increase in commercial traffic on Mill Road, that the speed limit was being ignored and that there is no footpath. Cllr Russell would look to site a SAM2 speed camera in the area in future. County Cllr Webber stated that there was insufficient space to install a footpath on Mill Road. **ACTION: PR**
Concerns were raised in relation to the proposed solar development in the village. Cllr Russell explained the steps the Council had taken to date and that there was little that could be done until a planning application was submitted. A county-wide Norfolk Solar Summit had been arranged for 4th September by George Freeman MP, but the Council had only been made aware of the meeting today, and nobody was available to attend at such short notice. County Cllr Webber would try to attend the meeting.
A report from County and District Cllr Webber was received during the meeting.
4. **To approve and sign the minutes of the Parish Council meeting held on 23rd July 2026.** 26/080
Having been circulated to the Council prior to the meeting, it was **AGREED** unanimously that the minutes were approved as a correct record.
5. **Finance:** 26/081
5.1 Approval of the bank reconciliation and Payment of Accounts List (see below) was **AGREED** unanimously.

Signed:

Date:

5.2 Following a short discussion the Council **AGREED** to remove Cllr Strange from the bank mandate. It was not considered necessary to add a new signatory at this time.

6. **To receive an update from the Community Hall Working Group.** 26/082
- 6.1 The Council had received a suggestion from SUFC to site an 'InPost Locker' at the Community Hall. The Council could see the community benefits of the proposal, but there may be downsides too. Cllr Collins would add this item to the next Community Hall Working Group meeting for full discussion. **ACTION: SC**
- 6.2 The Council had received a quote to install an outside tap and replace taps and toilet flushes in the hall bathrooms. A majority of the Council **AGREED** that the cost of the outside tap should be met by the preschool. Cllr Iaccarino queried the number of taps and toilet flushes included in the quote, and whether those for the disabled toilets were accessible. Cllr D Mouncer would check and request an updated quote if necessary. **ACTION: DM**
7. **Planning Applications:** 26/083
- **2026/0572 - Barn West Of Whiteford Hall Farm, Chandler Road: Self build conversion of the existing barn into a residential dwelling with associated infrastructure. New build double garage in replacement of existing outbuildings following Class Q fallback position (amended application).** The Council had no objections to this application.
 - **2026/2019 - Watering Farm, Long Lane: Hybrid Planning Application for 2 dwellings (plots 1 and 2). Outline application for 2 dwellings (plots 3 and 4). Change of use of land for biodiversity enhancement area.** The Council objected to this application and had submitted its comments to South Norfolk Council.
 - **2026/2392 - Land North And South Of Stoke Lane, Swainsthorpe: Request for EIA Scoping Opinion in accordance with Regulation 15 of the Town and Country Planning (Environmental Impact Assessment) Regulations 2017 in relation to proposed solar photovoltaic installation.** This application relates to a scoping application and is not the main planning application.
- Cllr Russell would attend an up-to-date planning training course and disseminate the information to the Council afterwards. **ACTION: PR**
- The Council would meet in the coming days to discuss its response to the Greater Norwich Local Plan.
8. **To adopt the 2026 Financial Regulations.** 26/084
- The Council unanimously **AGREED** to adopt these this document.
9. **To receive any updates in relation to the Community Speed Watch Scheme.** 26/085
- Cllr Russell reported that a new volunteer had joined the CSW group.
10. **To receive any update from the Wildflower Meadow and Playing Field Working Groups etc.** 26/086
- The meadow had been cut by the grounds maintenance contractor the previous week.

Signed:

Date:

10.1 The Playing Field Working Group would meet week commencing 14th September 2026 to discuss the SUFC playing field contract.

ACTION ALL

10.2 The village fete, which had been arranged for Saturday 5th September 2026, had been discussed with the Chairman of SUFC to ensure the playing field was protected. The club had earlier taken the decision to move all football matches elsewhere until October at the earliest to avoid further damage to the already parched pitch.

11. **To co-opt two Parish Councillors.**

26/087

An application for co-option had been received from Gillian Jinkerson and this was circulated to the Council prior to the meeting. Following a brief discussion she was co-opted and welcomed back to the Council.

12. **To note the date of the next Parish Council meeting.**

26/088

The Council **AGREED** the next meeting date as Thursday 1st October 2026

The meeting ended at 9.10pm

Signed:

Date:

Stoke Holy Cross Parish Council

Payments Approved at the Meeting Held on 3rd September 2026

Date	Payee	Description	Net	VAT	Gross
29/07/26	Surface Matter	Skate Park Boards	£1,300.00	£260.00	£1,560.00
04/09/26	D Wickham	Expenses	£64.66	£2.54	£67.20
04/09/26	P Russell	Expenses	£9.74	£1.95	£11.69
04/09/26	A Wenn	Expenses	£118.02	£23.63	£141.65
04/09/26	Poringland Men's Shed	Meadow Expenses	£290.00		£290.00
04/09/26	Pozitive Water	Water Rates	£45.14	£4.19	£49.33
04/09/26	Ribbonsdale Nurseries	Grounds Maintenance	£779.28		£779.28
04/09/26	L Dack	Meadow Expenses	£17.64	£3.53	£21.17
04/09/26	NGF Play	Zip Wire Maintenance	£524.36	£104.87	£629.23
04/09/26	PKF Littlejohn	External Audit Fee	£420.00	£84.00	£504.00
04/09/26	NPTS	Induction Training	£64.00	£12.80	£76.80
04/09/26	NPTS	Planning Training	£60.00	£12.00	£72.00
04/09/26	Flawless	Contract Cleaning	£387.60	£77.52	£465.12
04/09/26	G Rayner	Hall Hire Refund	£25.00	£5.00	£30.00
04/09/26	Ribbonsdale Nurseries	Grounds Maintenance	£1,059.28		£1,059.28
28/09/26	S Himpleman	Cleaning & Painting	£591.02		£591.02
28/09/26	A Wenn	September Caretaker	£176.31		£176.31
28/09/26	D Wickham	September Clerk*	£1,114.04		£1,114.04
28/09/26	Nest (DD)	September Pension	£114.45		£114.45
17/10/26	HMRC	September PAYE & NI	£512.66		£512.66
Total			£7,673.20	£592.03	£8,265.23

* includes annual local government pay increase backdated to 1st April 2026

Signed:

Date: