

Minutes of the meeting of Kimberley and Carleton Forehoe Parish Council
Monday 24th November 2025, Barnham Broom Village Hall, 7pm

Present Joy Smiley (Chair)
Graham Mann
Robert Alston
Maria Hutson, Parish Clerk

Margaret Dewsbury, County Councillor

1. To receive and approve apologies for absence.

Apologies were received from Jane Fraser and Martin Care which were accepted.

2. To receive declarations of interest and applications for dispensations

None

3. To approve the minutes of the meeting held Monday 15 September 2025

Robert Alston proposed and Graham Mann seconded, all in agreement the minutes were an accurate record of the meeting

4. Public Participation – an opportunity for the public to ask questions or to make comment and for any District or County Councillor reports

County Councillor Margaret Dewsbury circulated a report and she highlighted the consultation local government reorganisation

5. To hear incoming correspondence since last meeting and determine responses where appropriate:

South Norfolk Council - Public consultation on Joint draft Supplementary Planning Documents
Breckland Local Plan: Regulation 18 consultations
Norfolk County Council's Budget Consultation 2026-27
Places of Worship Protective Security Scheme
Broadland and South Norfolk Business Awards 2026
Norwich Western Link update
2025-26 Winter Pressure Grants
Local Government reform consultation
These were all noted

6. Finance:-

a. To note the second quarter accounts

This was noted

b. To note receipts and payments made since the last meeting

Receipts

None

Payments

Unity Bank, September	6.00
WIX invoice 1	15.24
WIX invoice 2	129.6
HMRC, PAYE Month 7	41.8
Unity Bank, October	6.00
Clerk Salary, October	167.24

Signed

Date

c. To approve payments

Clerk Salary, November	£167.24
HMRC PAYE Month 8	£41.80
Barnham Broom Village Hall	25.00

These were approved and will be added to the banking for authorisation

d. To appoint an internal auditor for 2025/26

It was agreed to appoint Jim Graves as internal auditor for the financial year at a cost of £53. Clerk to confirm appointment

e. To consider the 26/27 budget and set the precept for 2026/27

The budget was considered and agreed. The precept for 2026/27 was approved as £4,520.00. Clerk to return the relevant paperwork to South Norfolk Council once it is received.

7. Planning:

a. Planning Decisions made by local authority
None

b. Any applications received after the publication of the agenda
None

8. To review the following policy

(a) Reserve policy

There was a discussion around the need for a reserve policy. It was agreed to adopt the policy and work towards increasing reserves over the next few years to meet the approved amounts within the policy.

9. To receive an update on the Fen lease

Since the last meeting Rev Tim Weatherspoon has contacted the current trustees and requested as per the Articles of Association that a church representative and Parish Councillor become trustees. Currently awaiting response. Robert Alston to liaise with Rev Tim Weatherspoon and Clerk to encourage a positive response from the trust. It is hoped this can be resolved prior to the next Parish Council meeting.

10. To note the increase in traffic and road accidents in the parish.

There has been an increase in traffic through the villages due to roadworks/closures on and around the A11 and A47. There has also been an increase in road traffic accidents. Jane Fraser has requested that any recent accident statistics are sent to her and she will collate them and forward to the Galliford Try liaison Officer. She is also trying to make contact with George Freeman.

The Clerk has been in touch with Norfolk Police. They were unable to attend the Parish Council meeting but are aware of the issues facing many villages. They have asked that information regarding the worst offending areas (location, day and time) are forwarded and they will look at the availability of speed enforcement teams, however this is very limited.

Signed

Date

11. To receive an update on the Norwich Western Link / A47 Task Force

Speed limit implementation will be delayed until the New Year. Jane Frasier has asked that the A47 Taskforce be kept informed of the proposed positioning of signs/roundels and she will share any documentation received with the Parish Council.

12. To receive an update on CIL projects and agree next steps.

Martin Care and a working party has undertaken some work on the permissive path near Kimberley Green tidying it up. There was discussions on other areas where further enhancements could be undertaken. New projects to be developed and taken to future meetings for discussion. It was noted that £62.86 needs to be spent by 22 October 2026. The remaining 318.25 needs to be spent by 25 October 2029.

13. To set the meeting dates for 2026

These were agreed as;

Mondays 9th February 7pm, Barnham Broom Village Hall

Monday 18th May, St Mary's Church, Carleton Forehoe – Annual Parish Meeting and Annual Parish Council Meeting, 7pm

Monday 14th September, St Peter's Church, Kimberley

Monday 16th November, 7pm, Barnham Broom Village Hall

14. Date of next meeting – TBC, item 11

Monday 9th February, 7pm, Barnham Broom Village Hall

Meeting closed 20:12

Signed

Date