

Minutes of the meeting of Kimberley and Carleton Forehoe Parish Council
Monday 9th February 2026, Barnham Broom Village Hall, 7pm

Present Joy Smiley (Chair)
Jane Fraser
Graham Mann
Robert Alston
Martin Care
Maria Hutson, Parish Clerk

Margaret Dewsbury, County Councillor
Allan Goody, Fen Trust

1. To receive and approve apologies for absence.

None

2. To receive declarations of interest and applications for dispensations

None

3. To approve the minutes of the meeting held Monday 24 November 2025

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

4. To consider co-opting a Councillor

Not applicable

5. 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 has circulated a report including an update on Highways and additional funding towards maintenance and filling potholes.

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

Devolution
Local Government Reorganisation
Greater Norwich Local Plan
These were noted

7. Finance:-

a. To note payments made since the last meeting

Barnham Broom Village Hall	25.00
HMRC	41.80
Mrs Maria Hutson	167.24
Unity Trust	6.00
Mrs Maria Hutson	167.24
HMRC Cumbernauld	41.80
Service Charge	6.00

Signed

Date

ICO	47.00
HMRC	41.80
Mrs Maria Hutson	167.24
Unity Trust	6.00

These were noted

b. To note receipts received since the last meeting

None

c. To receive the 3rd quarter accounts

This was noted

d. To approve payments

Clerk Salary, February	167.24
HMRC PAYE Month 11	41.80
Barnham Broom Village Hall	25.00
Maria Hutson, key cutting	40.00
Community Heartbeat trust	151.20
Carleton Forehoe PCC	175.00
Kimberley PCC	175.00
Zurich - Insurance renewal	370.07
Fen Lease	5.00

e. To note the tax base for 2026/27

The precept requested was submitted to South Norfolk Council in December. It was noted that the tax base has reduced from 65 to 62 for 26/27

f. To receive the asset register for 25/26

This was noted

8. Planning:-

a. Planning Decisions made by local authority

None

b. Any applications received after the publication of the agenda

None

9. To consider undertaking refurbishments of the parish noticeboards.

It was agreed that just the back boards of the noticeboards need replacing, preferably with magnetic boards. Clerk to ask for quotes for magnetic boards.

10. To receive an update on the Fen lease and consider what next steps should be take

Allan Goody introduced himself as a resident of Carleton Forehoe and the new trustee for the Fen Charity as appointed by the Parish Council. He has done significant due diligence in relation to the trust. There is no constitution or purpose stated of the trust, legally these must be in place. It was proposed by Jane Fraser for Alan to pursue putting together a constitution for the charity. All in agreement.

Signed

Date

11. To discuss and consider the state of the roads and traffic flow

Clerk to email the Highways Engineer regarding the state of the roads, specifically the numerous potholes, and invite him to look at issues in the parish

Work to the damaged bridge in Kimberley is due to be completed by 27th February (permit expires)

12. To discuss and consider the state of Kimberley Green

The oak on the edge of the Green has been hit by lorries. It has been suggested that Highways are asked to consider hatching on the road. Clerk to include in email to Highways

The entrance to green from highway is eroding away. Joy to provide exact location to clerk who will report to South Norfolk Council.

13. To request a bridge inspection for Carleton Forehoe bridge

Clerk to include this in email to Highways

14. To request that 6 more grits be added to the annual cleaning programme for Low Road, Carleton Forehoe

Clerk to include this in email to Highways

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

Work was undertaken in October in Kimberley which was successful. Another working group is planned for the spring. A budget of £100 was agreed for work on the phone box which Martin Care is going to lead on.

16. To consider offering assistance to the Milestone Society refurbishing 2 Milestones in the parish

It was agreed that Martin Care would be able to offer assistance in Kimberley and Robert Alston in Carleton Forehoe. Clerk to forward this information on

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

An order has gone out regarding the new speed limits. It is now going through another consultation

Funding has been secured for new benches which will belong to the churches. Bulbs will be delivered before the end of April and need planting soon after they are received.

18. Date of next meeting – Monday 18th May, St Mary’s Church, Carleton Forehoe – Annual Parish Meeting and Annual Parish Council Meeting, 7pm

Meeting closed at 20:32

Signed

Date