

Minutes of the meeting of Kimberley and Carleton Forehoe Parish Council Meeting
Monday 14th September 2026, St Peter's Church, Kimberley, 7pm

Present Robert Alston (Chair)
 Jane Fraser
 Martin Care
 Maria Hutson, Parish Clerk

1. To receive and approve apologies for absence.
Apologies received and accepted from Joy Smiley and Graham Mann
2. To receive declarations of interest and applications for dispensations
Declaration of interest from Jane Fraser for item 12a (applicant); Robert Alston for item 12a (neighbour) and Martin Care for 12b (applicant).
3. To approve the minutes of the meeting held Monday 18th May 2026
The minutes were proposed by Jane Fraser and seconded by Martin Care and all in agreement.
4. Public Forum
 - a. Public Comments
 - b. District Councillor
 - c. County CouncillorNone
5. To hear incoming correspondence since last meeting and determine responses where appropriate:
A47 updates
GNLP
These were noted
6. To discuss and consider applying for a Parish Partnership grant.
Nothing suitable at this time for the December deadline. To be reviewed in February regarding the possibility of SAM 2 devices
7. To receive an update on the Fen
A meeting was held last Friday, 8 or 9 residents from Carleton Forehoe attended. A Public consultation was undertaken and new trustees appointed making 5 in total. Management plan will be produced within the next 12 months. Great progress is being made
8. To receive an update on Highways including dead trees on Barnham Broom Road, B1108/Barnham Broom junction and Goggle maps, Grit clearing to prevent flooding at the junction of Barnham Broom Road and Low Road
Dead trees – Jane Fraser to report online to NCC
Google maps – Been advised by NCC they are unable to help and have no contacts to pass on,
It was agreed to allocate £400 of CIL money to get the grits cleared in both villages. Robert Alston to book a contractor. Martin Care to find out location of Grits in Kimberley.
9. To receive an update on Fireworks at Kimberley Hall

Lots of complaints about Fireworks at Kimberley Hall, made worse due to the warm summer and still air. Clerk to contact Kimberley Hall asking if they are able to give sufficient notice of future fireworks which can be passed on to residents.

10. To receive an update on maintenance work on the noticeboards.

The backs have been upgraded to magnetic backs. When the Carleton Forehoe board was inspected it was noted it was in overall quite poor condition and requires £130 of additional work to stop further decline. It was agreed to have this work undertaken.

11. Finance:-

a. To note the conclusion of the Annual audit

The annual audit has now been concluded.

b. To note the uplifted LGS pay scales

This was noted and back pay applied to the Clerk's September salary.

c. To note payments made since the last meeting

HMRC month 3	41.80
Clerk Salary June 26	167.24
Unity Trust Service Charge	7.00
Fenland Trust lease 25/26 & 26/27	10.00
HMRC Month 4	41.80
Clerk Salary July 26	167.24
Unity Trust Service Charge	7.00
Mike Amiss Signs, Kimberley noticeboard	175.00
Mike Amiss Signs, Carleton Forehoe noticeboard	175.00
HMRC Month 5	41.80
Clerk Salary Aug 26	167.24
Unity Trust Service Charge	7.00

d. To note receipts made since the last meeting

None

e. To approve payments

Clerk Salary, September	203.07
HMRC PAYE Month 6	50.80

f. To appoint the internal auditor for 2026/27

It was agreed to appoint Jim Graves as internal auditor for 26/27 at a cost of £54

g. To note the first quarter accounts

These were noted

12. Planning:-

a. [2026/2290 | Conversion of outbuilding to form a single self-build dwelling, including associated alterations and ancillary garage. | Land Adj The Old Rectory Barnham Broom Road Carleton Forehoe Norfolk](#)

It was agreed by delegated function prior to the meeting to support the application as not quorte for this item.

b. To note the delegated decisions to;

[2026/1448 | Proposed Phase 2 works to an existing converted former Station Building at Kimberley. Conversion of existing out buildings, adaptation of the existing dwelling](#)

and formation of a rear extension to form all-new living accommodation. | The Old Station Station Road Kimberley Norfolk NR18 9HB

This was supported through delegated function between meetings.

- c. Any applications received after the publication of the agenda
None
- d. Planning Decisions made by local authority
None

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

Jane Fraser gave an update; speed limits should be implemented in November. The traffic volumes are still very high and JF will speak with Tom Dickinson at a meeting at the end of the month.

14. To review the following policies

- a. IT Policy
- b. Financial Regulations

There were no amendments needed. However in relation to cyber security it was agreed to allocate £50 for the Clerk to purchase a hard drive.

15. Date of next meeting - Monday 16th November, Barnham Broom Village Hall

Meeting closed 19:58