



## Parish Council Meeting Minutes

Thursday 16<sup>th</sup> April 2026 at 7.30pm

Cantley Village Hall

**Present:** Dot Machin (Chair), Steve Bennett (Vice Chair), Jan Davis, Kevin Francis, Peter Key

**Also Present:** Anne Tandy, Clerk. Jan Davis, District Councillor

**Members of the public:** 1

1. Welcome. No apologies for absence received.
2. The vacancy for a Parish Councillor was noted. It was therefore agreed to advertise the position for co-option.
3. There was one declaration of interest from Jan Davis on items 10 and 11c relating to Cantley Village Hall as a Trustee. There were no requests for dispensations
4. The minutes of the Parish Council meeting held on 19<sup>th</sup> March 2026 were presented. It was proposed that these be resolved as an accurate record of the meeting. All agreed.
5. **Public Open Forum and reports from the County and District Councillors**  
The District Councillor report was presented by Jan Davis.
6. To report matters arising from the minutes not on the agenda: for information only  
The Clerk advised that the Council had been identified in the 5% random sample by the external auditor for an intermediate review. This means some additional information will be required to complete the Annual Governance and Accounting Return.
7. **Neighbourhood Plan**  
An update on progress with the Neighbourhood Plan had been submitted by Tony Johnson, Committee Chair.
8. **Planning**  
No planning applications were received following publication of the agenda.
9. **Staithe Charity**  
An update on progress with the Charity Commission application was presented by the Clerk. The land lease has been agreed with British Sugar and is now being drawn up by their legal team.
10. **Cantley Village Hall**  
An update on matters relating to the land transfer were presented. The Village Hall Trustees have agreed to cover the cost of legal fees to resolve this matter and nplaw have been instructed.
11. **Grass Cutting Grants**
  - a. A request from Limpenhoe Parochial Church Council for a grant towards churchyard maintenance at a proposed cost for 2026 of £575.00 was considered and it was agreed to grant the full amount under the Local Government Act 1972 (Section 214(6)).

- b. A request from Limpenhoe Village Hall Committee for a grant towards grounds maintenance at the village hall at a proposed cost for 2026 of £300.00 was considered and it was agreed to grant the full amount under Section 19 of the Local Government (Miscellaneous Provisions) Act 1976.
- c. A request from Cantley Village Hall Trustees for a grant towards grounds maintenance at the hall at a cost of £1,356.42 for 2025 was considered and it was agreed to grant the full amount taking the residual £365.42 from the Repairs and General Maintenance earmarked reserve. Section 19 of the Local Government (Miscellaneous Provisions) Act 1976.

## 12. Public Rights of Way

A request by the Ramblers Association to assess all public rights of way and report issues for remedial work was considered. It was proposed that this be undertaken and Jan Davis will take the lead on this.

## 13. Highways and Transport

- a. An update on matters reported to Highways was given.
- b. The SAM2 report was noted. It was considered the vehicle counts seem to be high. This will be monitored.

## 14. Policies

The Equality Policy was reviewed and agreed.

## 15. Finance

- a. The bank reconciliation to 31<sup>st</sup> March 2026 was agreed. The balance of all accounts including reserves at the year end was £19,857.38.
- b. The payment for the Clerk's additional 16 hours worked in relation to setting up the Neighbourhood Plan Group was approved.
- c. The following payments for April 2026 were approved.

Voucher	Date	Supplier	Account name	Net	VAT	Total
239	16/04/2026	Anne Tandy (Clerk)	Clerk's Expenses	-59.30	0.00	-59.30
240	16/04/2026	Anne Tandy (Clerk)	Refreshments	-3.70	0.00	-6.20
241	16/04/2026	SLCC	Subscription	-80.00	0.00	-80.00
242	16/04/2026	Cantley Village Hall	Neighbourhood Plan	-16.00	0.00	-16.00
243	28/04/2026	Anne Tandy (Clerk)	Clerks Salary	Redacted	Under	GDPR

## 16. Correspondence

- Norfolk Rivers Trust – Apply for a FREE septic tank upgrade
- Campaign for the Protection of Rural England – Newsletter
- Broads Society – March Society Supper
- Galliford Try – A47 Blofield to North Burlingham – New Road Open
- Broads Society – reported on the passing of Peter Howe
- Community Action Norfolk – Update
- Norwich Wester Link – project update
- Broadland District Council – Community Awards 2026 – nominations now open
- Norfolk County Council – Local Government Reorganisation – Government minded-to decision
- The Tree Council – April Newsletter
- BBC contact regarding new housing
- Campaign for the Protection of Rural England – Centenary National Awards – Celebrate 100 years with us

**17. Items for the Annual Parish Council Meeting Agenda on Thursday 21<sup>st</sup> May 2026 at 7.30pm at Cantley Village Hall.**

**18. A proposal was made to exclude the public under the Public Bodies (Admissions to Meetings) Act 1960, to exclude the public due to the confidential nature of the item to be discussed – legal matter:**

- a. An update on matters was heard.

Meeting closed at 20:39

Signed .....

Dated: .....