



**Tilney All Saints Parish Council**  
**Minutes of the Parish Council Meeting**  
**Held on Thursday 11<sup>th</sup> December 2025 at 7:00pm**  
**In the Village Hall**

**ATTENDANCE**

|                           |                                   |                  |
|---------------------------|-----------------------------------|------------------|
| Andy Laughton (Chair)     | Parish Councillor                 | Present          |
| Chris Barley (Vice Chair) | Parish Councillor                 | Present          |
| Philip Mole               | Parish Councillor                 | Present          |
| Brian Giles               | Parish Councillor                 | Present          |
| Val Grange                | Parish Councillor                 | Present          |
| Peter Hodgson             | Parish Councillor                 | Absent - Apology |
| Peter Lukasik             | Parish Councillor                 | Present          |
| John Pitt                 | Parish Councillor                 | Present          |
| Neil Watson               | Locum Parish Clerk                | Present          |
| Janet Fuller              | Responsible Finance Officer (RFO) | Absent - Apology |

County Councillor J Kirk was present, apologies received from Borough Councillor S. Bearshaw.  
 3 members of the public were present; all left after items 3 & 4 (taken together).

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| <b>1.</b> | <b>Apologies for Absence</b> (Minute reference 251211/01)<br><b>To receive and consider Councillor's apologies for absence.</b><br>Apologies were received from Cllr Hodgson.<br>Apologies accepted.<br>Apologies were received from the RFO J. Fuller.                                                                                                                                                                                                                                                                                                                        |
| <b>2.</b> | <b>Declarations of Interest and Dispensations</b> (Minute reference 251211/02)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 2.1       | <b>To receive declarations of interest from Councillors on items on the Agenda</b><br>Cllrs Giles, Lukasik & Pitt declared a potential pecuniary interest in Item 4                                                                                                                                                                                                                                                                                                                                                                                                            |
| 2.2       | <b>To Receive written Declarations of Interest from Councillors in Items on the Agenda:</b><br>Cllr Laughton declared an interest in writing in Item 4.                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 2.3       | Dispensation for Cllrs Giles, Laughton, Lukasik & Pitt to participate in the discussion under item 4 was granted by councillors as this was in the interest of residents due to Councillors' knowledge of the situation.                                                                                                                                                                                                                                                                                                                                                       |
| <b>3.</b> | <b>Public Participation Session.</b><br>Three members of the public were present. No items raised that weren't an Agenda item.                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>4.</b> | <b>To receive an update on the drainage issues in School Road</b><br>Philippa Noon was unable to attend this meeting but sent a written report in which she noted that:<br>She has requested a street drainage plan from Norfolk County Council highways (also copying the Lead Local Flood Authority).<br>She has arranged a meeting with the Water Management Alliance senior management team in the last week in January to discuss improvements along School Road and its environs.<br>She is also arranging a level survey with colleagues from another WMA member board. |

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|           | <p>Councillor Laughton noted that the continuing complaint has been followed up again with the Borough Council Planning Department because conditions imposed when the planning application was approved have not been enforced.</p> <p>It was noted that the 1925 Housing Act requires that any planning conditions must be passed to the new owners when a sale is completed.</p> <p>There is a meeting tomorrow (12th December) with the Borough Council Planning Department.</p> <p>Discussion took place around the 1200-millimetre pipe having been laid at an incorrect level.</p> <p>It was noted that the Management Company for the new builds was formed and then dissolved.</p> |
| 5.        | <p><b>Minutes</b> (Minute reference 251211/03)</p> <p><b>To approve the minutes of the meeting held on 9th October 2025.</b></p> <p>Councillors unanimously RESOLVED to <b>approve</b> the minutes, and the confidential minutes, of the Parish Council meeting held on 9<sup>th</sup> October 2025 as a true and accurate record.</p> <p>Proposed Cllr Barley, seconded Cllr Giles</p> <p>The approved minutes were signed by Cllr Laughton.</p>                                                                                                                                                                                                                                           |
| 6.<br>6.1 | <p><b>Finances</b></p> <p><b>To approve payments to be made.</b> (Minute reference 251211/04)</p> <p>Payments Lists for November and December 2025 had been issued to all councillors prior to the meeting.</p> <p>Councillors unanimously RESOLVED to <b>approve</b> payments as per the Payments Lists.</p> <p>Proposed Cllr Barley, seconded Cllr Mole.</p> <p>Payments List signed by Cllr Laughton.</p>                                                                                                                                                                                                                                                                                |
| 6.2       | <p><b>To receive update on financial position.</b></p> <p>A copy of the monthly receipts and payments summaries had been issued to all councillors prior to the meeting. No queries were raised.</p> <p>A payment of £2,000 made to ADC Ltd for CCTV survey, drainage jetting and pipe cleaning work along School Road has been reimbursed via Local Members funding from Cllr. Kirk.</p> <p>Proposed Cllr Mole, seconded Cllr Pitt, all in favour</p>                                                                                                                                                                                                                                      |
| 6.3       | <p><b>To agree bank reconciliation for October &amp; November 2025.</b></p> <p>Bank reconciliation for October &amp; November 2025 had been issued to all councillors prior to the meeting.</p> <p>Bank Reconciliation for October &amp; November 2025 had been agreed by Cllr. Giles.</p> <p>No issues were raised.</p> <p>Proposed Cllr Giles, seconded Cllr Laughton, all in favour</p>                                                                                                                                                                                                                                                                                                  |
| 7.        | <p><b>To Consider any potential projects for the next financial year (2026/27).</b></p> <p>After discussion, it was agreed that 2026/27 would be a year of consolidation, with no major projects planned. An additional dog waste bin was approved, to be placed on School Road, Locum Clerk to present a proposal to the next meeting.</p>                                                                                                                                                                                                                                                                                                                                                 |
| 8.        | <p><b>Budget setting, consideration of draft budget for 2026/27</b> (Minute reference 251211/05)</p> <p>The RFO provided a second draft budget for consideration by Councillors. After discussion, in particular potential impacts of LGR, Cllr Laughton proposed that the precept requirement be increased by 10% to £33,000. The Locum Clerk advised Councillors that with a tax base of 196.3 for 2026/27, a precept of £33,000 would produce a 'Band D' charge of £168.11 (£146.72 in 2025/26) an increase of 41p per week.</p> <p>Proposed Cllr Laughton, seconded Cllr Lukasik, all in favour</p>                                                                                     |
| 9.        | <p><b>To discuss details of a new picnic bench for the Millenium Green.</b></p> <p>It was agreed to go ahead with the current year budgeted purchase of a picnic bench.</p> <p>Locum Clerk to present a proposal to the next meeting, within the parameters set by</p>                                                                                                                                                                                                                                                                                                                                                                                                                      |

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|            | Councillors of recycled material, to seat a minimum of six people, wheelchair accessible if possible. Mr Coombs to be approached to quote to provide a concrete pad and carry out installation.                                                                                                                                                                                                                                                                                                                                          |
| <b>10.</b> | <b>To consider responses to Norfolk ALC Local Government Reorganisation questionnaire.</b><br>Councillors discussed the questionnaire and agreed responses to all the questions. The Locum Clerk will submit a response and circulate the details to Councillors                                                                                                                                                                                                                                                                         |
| <b>11.</b> | <b>Reports</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 11.1       | <b>Chairman's Report – Verbal:</b><br>There have been fewer Speedwatch sessions than normal due to volunteer illness, the short days and poor weather, to date 730 vehicles have been reported over 196 sessions.<br><br>There has been more fly tipping in Church Lane, the latest episode has been quickly removed.<br><br>Thanks were extended to Cllrs Hodgson and Mole who assisted the Chair to erect the new noticeboard at the village hall.<br><br>There will be a Christmas Meal on 12 <sup>th</sup> December at the Golf Club |
| 11.2       | <b>Clerk's Report:</b><br>Clerk's Report had been issued to all councillors prior to the meeting.<br>No questions were raised.<br><br>Clerk provided the following updates:<br>The CCTV upgrade and installation of SIM cards is scheduled for 7 <sup>th</sup> January 2026; the Locum Clerk and Chair will attend.<br><br>The commissioning of the new laptop and associated data transfer is scheduled for Tuesday 16 <sup>th</sup> December.                                                                                          |
| 11.3       | <b>Borough Councillor Report.</b><br>No report                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 11.4       | <b>County Councillor Report.</b><br>Cllr Kirk spoke about the LGR (Local Government Reorganisation) and advised that there is intensive discussion going on against the background of a government delay to the process.<br>There are plans to host a visit from a Royal Navy ship in Kings Lynn during 2026.                                                                                                                                                                                                                            |
| <b>12.</b> | <b>Planning.</b><br>No items for consideration                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>13.</b> | <b>To consider work to cut back tree at Junction of Church Road/Church Lane.</b><br>The offending foliage has been trimmed back by Cllr Mole.                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>14.</b> | <b>To consider training for Parish Councillors including Cyber Security and GDPR.</b> (Minute reference 251211/06)<br>The Locum Clerk explained that to answer the new Assertion 10 positively, all Councillors should complete the on-line training prior to the year-end of 31 <sup>st</sup> March 2026.<br>Proposed Cllr Laughton, seconded Cllr Pitt, all in favour. The Locum Clerk to make the required course bookings and advise Councillors                                                                                     |
| <b>15.</b> | <b>Play Area and Goal Post Inspections:</b> To discuss any issues raised from the regular inspections by councillors.<br>Play equipment inspections have been undertaken by Cllr Barley as follows:<br>Glebe Estate: 19 <sup>th</sup> October & 16 <sup>th</sup> November 2025<br>Lily's Play Area: 19 <sup>th</sup> October & 16 <sup>th</sup> November 2025                                                                                                                                                                            |

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|            | Goalposts: 19 <sup>th</sup> October & 16 <sup>th</sup> November 2025<br>Copies of reports held by the Clerk.                                                                                                                                                                                                                       |
| <b>16.</b> | <b>Handyman – quarterly review and status of works</b><br>Ongoing items are the phone box refurbishment, and the swing maintenance – both awaiting better weather.                                                                                                                                                                 |
| <b>17.</b> | <b>Six-monthly review of Biodiversity Plan</b><br>The Locum Clerk reported that the school have recently responded and are keen to be involved in a project to erect bird and bat boxes. Locum Clerk to follow up.                                                                                                                 |
| <b>18.</b> | <b>Policy Reviews</b><br>Copies of the Health & Safety, Home Working and Business Continuity policies had been circulated prior to the meeting. Councillors identified a few details that needed updating – the Locum Clerk with deal with this and bring the policies back to the next meeting for adoption.                      |
| <b>19.</b> | <b>Correspondence.</b><br>Correspondence Lists had been issued to all councillors prior to the meeting.<br>No questions were raised.                                                                                                                                                                                               |
| <b>20.</b> | <b>Confidential Item – Parish Clerk Vacancy and Annual Review of Salaries</b><br>Exclusion of Public and Press: Under the Public Bodies (Admission to Meetings) Act 1960 (2) any members of the public and press to be requested to leave the meeting by reason of the confidential nature of the business about to be transacted. |

Next Parish Council meeting will be the meeting to be held on Thursday 8<sup>th</sup> January 2026 at 7:00pm in the Village Hall.

Meeting closed at 8.45pm