
Crimplesham Parish Council

Minutes of the meeting of the Parish Council Meeting for Crimplesham, Thursday 17th September 2026, 6.45pm

Committee Members: Cllr Satur (Chair) Cllr Dodds (Vice-Chair), Cllr Woods.

Those Present: Cllr Satur, Cllr Dodds, Cllr Woods, CCllr Westman, : BCllr Devulapalli (arrived 19.02pm), BCllr Moriarty, M Hilton Clerk

Public: one

Apologies: non received.

MINUTES

1. **Welcome and opening remarks:** The Chair opened the meeting and welcomed those present.
2. **To consider and approve apologies for absence** non given.
3. **To declare any conflicts and pecuniary interests on any items on this month's agenda:** none received.
4. **To approve the minutes from the last meeting:** these were approved and signed by the Chair.
5. **Public Forum:** A parishioner asked to be considered for co-option to the Council. Members had received and reviewed the paperwork before the meeting. Cllr Satur proposed, Cllr Woods seconded, and the Council unanimously voted to co-opt Lucy Dodds.

A resident reported a fallen tree in the playing field to the Chair. As the remaining tree is rotten, the Chair will obtain a quote for its removal.

6. To receive an update of the Action Log:

- Playground Inspection: The councillors agreed to carry out minor repairs and clean the equipment on the 3rd of October 2026.
- The Give Way sign has now been reinstalled.
- The playground grit bin still needs filling. The Clerk will follow up with Highways.

7. To discuss any general correspondence:

Norfolk County Council sent correspondence about a Modification Order granting bridleway status to Coldham's Lane. The order will be published on the website.

- 8. To consider installation of CCTV at the playing field recycling area:** The installation of CCTV overlooking the recycling clothes bank at the playing field was approved. This consideration arises due to increasing concerns about fly-tipping and the recent of a large knife left in the area. The goal is to enhance security and ensure a safer environment for all users of the playing field. Signs will be placed on the gate, and an article in the October newsletter will explain the reasons for installing CCTV.

- 9. To consider the Standing Orders, IT Policy, Financial Regulations, Complaints Policy, and Abusive, Persistent and Vexatious Behaviour Policy:** The Clerk explained that the Complaints Policy and the Abusive, Persistent and Vexatious Behaviour Policy, although approved in March 2026, required formal ratification in the minutes. Members approved both policies. The Standing Orders had been updated to the latest version with

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minor amendments, while the IT Policy and Financial Regulations were unchanged and due for review and renewal. All documents were approved.

10. Reports from individual Councillors, Council Groups and Clerk:

i. Planning applications:

- Planning Application Consultation 26/01288/F. Single storey extension on rear of existing bungalow at Moat Lodge Main Road Crimplesham PE33 9DX. This was approved.
- Planning Application Consultation 26/01315/F. Conversion and alteration of former Village Hall to form single dwelling at Village Hall Market Lane Crimplesham PE33 9DZ. Crimplesham PC supports this application.
- Planning Application Consultation 26/01402/F. Extensions and Alterations to Dwelling and Proposed Car Port at Alwyn House Market Lane Crimplesham PE33 9DZ. This was approved.

11. To consider and receive reports on Health and Safety issues:

- In addition to the rotten tree, the bench near the far hedge is broken. All councillors will inspect it on 3 October and remove it if necessary.
- Speeding on Main Road remains a concern. Police recently told Cllr Dodds that motorists are generally not stopped until they reach 40-mph in the 30-mph zone. The Clerk will ask Highways to recommend suitable measures and provide cost estimates. If approved, the Parish Partnership Grant could cover 50% of the cost, which will need to be considered at the budget-setting meeting.
The Council would like to invite the Police to the next meeting to discuss speeding concerns.

12. Finance matters

i. To note and approve monthly expenditure. This was noted.

Payments for June 2026 Authorisation

Payee	Goods/Services	VAT	TOTAL	DD/EP electronic payment /direct debit	Supplier/Service
Melanie Hilton expenses	88.48	14.16	102.64	EP	working from home allowance, mileage May meeting, Microsoft 365 subscription
Melanie Hilton	340.89	0.00	340.89	EP	21 Hours
HMRC	86.56	0.00	86.56	EP	Month 2
Upwell Computers	30.00	0.00	30.00	EP	Install Microsoft 365
Clear Councils	609.39	0.00	609.39	EP	Insurance 2026_27
SSE	126.58	6.33	132.91	DD	Street light energy
Cozens	75.00	15.00	90.00	SO	Street Light Maintenance
TOTAL	1,356.90	35.49	1,392.39		

Payments for July 2026 Authorisation

Payee	Goods/Services	VAT	TOTAL	DD/EP electronic payment /direct debit	Supplier/Service
Melanie Hilton expenses	11.70	0.00	11.70	EP	working from home allowance, back paid mileage. Increased from 45p to 55p from 1/4/26
Melanie Hilton	357.18	0.00	357.18	EP	22 Hours
HMRC	93.61	0.00	93.61	EP	Month 3
Methodist Chapel	16.00	0.00	16.00	EP	14th May meeting room hire (paid 5/6/26)
SSE	122.95	6.15	129.10	DD	Street light energy
Cozens	75.00	15.00	90.00	SO	Street Light Maintenance
TOTAL	676.44	21.15	697.59		

Payments for August 2026 Authorisation

Payee	Goods/Services	VAT	TOTAL	DD/EP electronic payment /direct debit	Supplier/Service
Melanie Hilton expenses	10.00	0.00	10.00	EP	working from home allowance
Melanie Hilton	373.27	0.00	373.27	EP	23 Hours
HMRC	100.85	0.00	100.85	EP	Month 4
PKF Littlejohn	210.00	42.00	252.00	EP	External Auditor
SSE	116.82	5.84	122.66	DD	Street light energy
Cozens	75.00	15.00	90.00	SO	Street Light Maintenance
TOTAL	885.94	62.84	948.78		

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Payments for September 2026 Authorisation

Payee	Goods/Services	VAT	TOTAL	DD/EP electronic payment /direct debit	Supplier/Service
Melanie Hilton expenses	10.00	0.00	10.00	EP	working from home allowance
Melanie Hilton	340.89	0.00	340.89	EP	21 Hours
HMRC	86.56	0.00	86.56	EP	Month 5
Upwell Computers	50.00	0.00	50.00	EP	Renew Norton Internet Security and full system service
SSE	122.69	6.13	128.82	DD	Street light energy
Cozens	75.00	15.00	90.00	SO	Street Light Maintenance
TOTAL	685.14	21.13	706.27		

- ii. To note income and expenditure balances reconciled from the previous month: this was noted.
- iii. To set a date for budget and precept setting: the date is set for 29th October 2026 7pm.

13. To propose agenda items for the next meeting. Please send any items to the Clerk at least one week before the meeting.

- BCLlr Devulapalli reported attending the Queen Elizabeth Hospital AGM, where the potential closure of the ICU, A&E and maternity wards was discussed. Although no firm decisions have been made, significant changes are expected.
- Cllr Moriarty explained that, from November 2026, planning applications can no longer be called in to the Planning Committee, and fewer applications will be referred to the committee for consideration. Local government reform is currently on hold pending further discussions. Borough Council elections will proceed in May 2027.
- CCllr Westman reported that Reform UK Party Limited had filed a High Court judicial review against the Secretary of State over local government reorganisation (LGR). Implementing LGR in Norfolk was estimated to cost between £96 million and £146 million, depending on the scope and figures used by individual councils. County councils are reportedly relieved that central government has halted the programme, removing a significant financial risk.

14. To confirm the date and time for Full Council Meeting – 19th November 2026 18.45pm

15. Close: the meeting closed at 19.43pm

Signed by the Chair **Date**