Draft Meeting Minutes of a Nordelph Parish Council Meeting held on Tuesday 13th October 2026 at 6.30pm at Nordelph Village Hall, Birchfield Road, Nordelph

Parish Councillors present: Councillor Sarah-Jane Capsey (Chairman), Councillor Gray, Councillor Ivor Capsey also present Kate Bennett (Parish Clerk) and Borough Councillor Rose and one member of the public Apologies: Borough Councillor Spikings and County Councillor Kiddell

MINUTES (draft)

1 Welcome

1.1 The Chairman opened the meeting and welcomed everyone.

2 To receive and approve apologies for absence

2.1 Apologies for this month's meeting were received as above and the reasons for such approved.

3 To declare pecuniary interests & consider any requests for dispensations

3.1 No pecuniary interests were declared at the meeting and no requests for a dispensation had been requested by any Member prior to meeting.

4 Open Forum for public participation (15 minutes only)

4.1 A representative from the Well Creek Trust was present to introduce himself and the Charity and provide a brief overview of the charity's work, its activities and how it operates. Recent concerns over the grass, weeds and reeds along the Well Creek were discussed and it was reported that a meeting had taken place between the Middle Level Commissioners and both Upwell and Outwell Parish Councils regarding the maintenance of the Creek and how it can be improved. It was noted that the Charity is also looking for new representatives[1].

5 To approve the Minutes of the last meeting held on 11th August 2026

5.1 It was resolved to approve the Minutes of the last meeting as a true record and these were signed by the Chairman.

6 To receive a report from the Borough Council

6.1 It was reported that Local Government Reorganisation in Norfolk has been paused and a judicial review is being carried out. Three unitary councils in Norfolk have been proposed but the judicial review may have implications on this. The Borough Council of King's Lynn and West Norfolk will cease to exist as a separate Borough Council on 1st April 2028 when the new unitary councils are due to take over these functions.

6.2 The £500,000 *Community Projects Fund* opened for applications on 27th July 2026.

7 To receive a report from Norfolk County Council

7.1 Councillor Kiddell was not present but she circulates regular email updates to all Members on County Council matters.

8 To receive a report from the Village Hall Committee: no report.

9 Parish Matters

9.1 It was resolved to approve expenditure of £350.00 to purchase a pair of Tommy statues to be sited at the war memorial.

9.2 It was resolved to submit a bid to the Norfolk County Council 2027/28 Parish Partnership Scheme for a SAM camera for the Parish.

[1] The member of public left the meeting

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10 Finance

10.1 To approve outstanding payments since last meeting

10.1.1 All outstanding payments since last meeting were approved for payment and authorized on the Unity Trust website by Councillor Sarah-Jane Capsey and Councillor Gray.

Payments List since last meeting					
Supplier		**Vat**		**Purchase**	**Invoice No.**
Tawny Owl Tree & Garden Services	112.50	22.50	135.00	August payment for hedge cutting	471
Tawny Owl Tree & Garden Services	603.41	120.68	724.09	September grass cutting	478
Nordelph Village Hall	18.00	0.00	18.00	October Parish Council Meeting	206
K&M Lighting	36.96	7.39	44.35	Street light maintenance for 2026 2027	10227
HMRC	75.28	0.00	75.28	M4 PAYE	
PKF Littlejohn LLP	210.00	42.00	252.00	Limited assurance review for year ended 31 March 2026	SB20261321
SSE	3.64	0.18	3.82	August energy for street lights	4859126
Poppy wreath	31.50	0.00	31.50		
Kate Bennett	389.40	0.00	389.40	Monthly salary payment	
Clerk expenses	91.60	0.00	91.60	September and Octrober, mileage, internet, mobile etc	
	1,572.29	**192.75**	**1,765.04**		

10.2 **To note the bank account balance**

10.2.1 The Council's bank account balance at 9th October 2026: £12,177.16.

10.3 **To note any income since last meeting**

10.3.1 £7,000.00 (second instalment of the annual precept from the Borough Council)

10.4 **To approve expenditure fo repairs to the picnic bench**

10.4.1 It was resolved to approve expenditure of £285.00 to replace the top section of the bench at the Staithe (the legs and seat are still in good condition).

10.5 **To note the cost of a grit bin for the Parish**

10.5.1 A 90 litre grit bin is £130.00 and a 400 litre bin is £260.00 (or in the region of). It was resolved to defer this item to next year, to monitor the situation this year and if any requests are received for a grit bin for the top of the High Street, one can be purchased.

10.6 **To receive an initial draft of a suggested 2027 2028 Budget**

10.6.1 Figures were circulated and considered. It was agreed to revisit this at the next meeting after further consideration of the figures.

10.7 **Bank statements to be viewed by a member for internal audit purposes**

10.7.1 Councillor Ivor Capsey viewed the bank statements.

11 **To consider any planning matters since last meeting:** no report.

12 **To discuss any cemetery/churchyard issues**

12.1.1 A quote for works required to some of the trees at the cemetery and at the Staithe is awaited.

12.1.2 Clerk to ensure the hedge at the rear of the cemetery is cut this season.

13 To consider Playing Field issues

13.1.1 A discussion took place regarding some sapling trees planted a few years ago that may need some attention; Clerk to investigate.

14 To consider Norfolk County Council Highways issues

14.1.1 A discussion took place regarding the provision of a dog waste bin for Squires Drove. It was resolved to defer this item to the next agenda for further consideration once councillors

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have walked the area to determine if there appears to be an issue with dog fouling in the vicinity and to try and determine how many other dog walkers use the area.

15 To note any correspondence or report any issues relating to the Police: no report.

16 To consider Agenda items for the next meeting

- To consider a 2027 2028 Budget
- To discuss the railings at the top of the High Street
- To further discuss the provision of a dog waste bin at Squires Drove

17 If required to consider excluding the public and press under the Public Bodies (Admissions to Meetings) Act 1960 due to the confidential nature of the items to be discussed[2]:

17.1 It was resolved to approve the National Joint Council pay award for the Clerk, to be back-dated to 1st April 2026.

18 To note the date of the next meeting

The next meeting will be held on Tuesday 12th January 2027 at 6.30pm at the Village Hall.

There being no further business, the meeting closed at 7.30pm.

Signed…… Date ……

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[2] Personnel issues, tenders for contracts, legal proceedings