

BRETtenham and KILVERSTONE PARISH COUNCIL ANNUAL REPORT

2025 – 2026

CHAIRMAN'S REPORT

Introduction

The Parish Council continues to hold its meetings in the Kilverstone Estate Office by kind permission of Lord Fisher. Full meetings have been held at 2 monthly intervals with additional 'provisional' meetings interspersed as required for any urgent business, as well as 2 presentations from the Kingsfleet Developers regarding the Phase 1D part of the Kingsfleet development which is in Kilverstone. At the end of the year a Cllr and our Clerk stepped down and I thank them both for their time and commitment to the Parish. A new Clerk has been appointed but as there was no request from the parishioners for an election, a new Councillor will be co-opted in May 2026 to enable the Council to continue to work with 7 Councillors. In April we changed our bank accounts and now bank with Unity Trust to enable us to manage our accounts online.

Precept

Although the Parish Council, recognises the worsening current financial difficulties faced by many households, it has decided to increase its precept for the following financial year 2026/7. The Council continues to be conscious of the need to match its income to its running costs and to meet contingencies. In view of increases in its operating costs and to continuing inflation In the coming year, new notice boards and a new Neighbourhood Plan will mean the Parish will have to release funds from its reserves. Breckland Council has agreed a 15% increase in its precept for the forthcoming year 2026/7.

Greater Thetford Partnership (GTP)

The Parish Council, as a GTP Board member, continues to support the Thetford Sustainable Urban Extension (SUE) programme to build 5,000 new homes and supporting infrastructure to the Greater Thetford area, and to regenerate the Thetford, Croxton, Brettenham and Kilverstone areas. The GTP Board now meets 4 times per year.

As well as supporting the SUE other projects being considered by the GTP Board are Local Cycling and Walking Plans, a Heritage Master Plan for Thetford, A11 junction improvements which should be triggered once 1575 homes have been occupied in the SUE, upgrading the Ely Junction which is now on hold as funding is not currently available and the provision of sport and educational facilities. Also being considered as they may well impact on GTP projects are Call for Sites and the Local Plan, the Governments £20m Town fund, Devolution and Local Government Re-organisation

Thetford SUE in Kilverstone (Phase 1D)

SUE Outline Planning Application: These plans were initially published in 2011 and were based on an assumption that the Thetford Town Boundary would be extended to cover the entire SUE area. However, following a Local Government Boundary Commission review, it was concluded that the rural parishes of Brettenham and Kilverstone should be excluded from the revised Thetford boundary and, thus, retained the western boundary of Kilverstone Parish along the A1075, Norwich Road. This confirmed that Phases 4 & 5 of the SUE would remain in Kilverstone. The Kingsfleet Developers had requested that elements of SUE Phase 4, in Kilverstone, be brought forward into Phase 1 and are now referred to as Phase 1D. The Parish Council initially objected to the application as the density of the development proposed would change the rural nature of the Parish into an urban one. The Parish Council subsequently had numerous meetings with Breckland Planning and the Kingsfleet Developers and withdrew their objections after amendments were made. The amendments have since been passed by Breckland Planning. Further meetings have been held with the Developers on building styles, choice of local materials, road configuration and green play areas, and an updated planning application has been submitted covering two parcels of land, one of which includes 105 houses of the Charles Church development in Kilverstone. As of February 2026, 459 homes of the current Kingsfleet site were occupied.

Joint Neighbourhood Plan (JNP)

Following changes to the boundary between Croxton and Thetford resulting from a formal boundary review, the JNP with Croxton was amended to reflect this change. Currently the Parish is in the process of obtaining authority to develop its own JNP. In the longer term, there will need to be a more comprehensive amendment to the JNP to reflect the requirements of the revised National Planning and Policy Framework (NPPF), the Breckland Local plan and any extensions to Kingsfleet. However, due to Planning reform, Devolution and Local government Re-organisation the JNP and Breckland local plan are in a state of flux now although the current JNP is still valid.

Community Orchard Scheme

The Parish was successful in being awarded a grant from the King Charles Community Orchard Scheme to plant an orchard within the Parish. The Public Open Space (POS) in Arlington Way was chosen for the orchard as it owned by the Parish. The “Orchard Group” is a community group set up with local residents and in January 2025 the orchard, which is a mixture of 40 apple and pear trees, was planted by members of the Orchard, Group. The orchard is flourishing and during the winter the orchard group planted approx. 600 daffodil bulbs amongst the fruit trees.

Community Safety.

Crime in the Parish remains at a very low level with no serious crimes reported. The main concerns remain speeding in Rushford and regular visits are made by the Safety Camera Team. Discussions with NCC Highways for additional signage was not pursued due to cost. Due to the number of accidents at the junction of the A1066 and C149. NCC Highways made some changes to the junction. Regular Safety Neighbourhood Action Plan (SNAP) meetings continue at various venues within the district.

Kilverstone Almshouse Trust End of year Report 25/26 Dated 25-04-26

Councillor Skirving remains the main point of contact for the Kilverstone Almshouse Trust Charity, is a signatory of the trusts bank account and the registered point of contact with the Charity Commission on behalf of the trustees, the Brettenham and Kilverstone Parish council.

Additionally, Councillors Hughes and Lee are signatories on the trusts bank account and join Councillors Skirving and Exton in forming the subcommittee managing the Almshouses.

The Trust continues to bank with Lloyds. It holds a business account and instant access savings account. Councillor Lee undertakes the financial recording via a spreadsheet which is subject to external audit annually.

During March - May 2026 the Sub Committee undertook a review of the Trust in the following areas:

- Financial management and records. - Review the past year systems to see if they are working, adjust if necessary and keep records and returns up to date.
- Property condition. – Inspect the Almshouses internally and externally and record condition. During the year a new storage shed was provided for use by the beneficiary at Almshouse No.1.
- Health, safety and wellbeing reviews for the Beneficiaries. - meet with them to gather feedback, record any change in their personal situation and review their needs.
- Weekly Maintenance Contribution review – Undertake review against the market rate and revise if necessary. Advise Beneficiaries of result of review.

The results of the review will be reported to the Trustees in June 2026.

The Trustees will continue to work closely with the beneficiaries to ensure their ongoing Health and safety is maintained and the Almshouses provide supportive accommodation for their Independent Living.

MONEY MATTERS

FY 2025/26 Accounts

	£		£
Opening balance	£ 23,798.13		
Receipts		Payments	
Precept	£ 6,945.00 y	Miscellaneous	£ 550.00
POS Rental	£ 100.00 y	(not including Insurance)	
VAT Reclaim (see note 1)	£ 507.91 y	Repairs	-
Interest (to Mar 26)*	£ 247.32 y	Grounds Maintenance	774.80
BTO Refund	£ 237.60 y	Insurance	304.00
		Clerk Pay, Expenses & Allowances	3,112.72
		PC Expenses (travel)	29.70
		Subscriptions	193.39
		VAT 25-26	164.45
		Bank Fees	70.50
Deposit new bank account	500.00	Total Payments	5,199.56
Total Receipts	8,537.83		
In Year Net Surplus	3,338.27 *		
B/F	23,798.13		
Total	27,136.40		
Carried Forward	27,136.40		
	2025	Balance Sheet as at 31 March 2026	2026
	£		£
	11,858.09	Bank	
	11,940.04	Instant Access Account	12,103.07 *
	23,798.13	Current Account	15,033.33 **
			27,136.40
Assets	£ 11,503.00		
* as of 31.03.26			
** as of 31.03.26			

The above statement represents fairly the financial position of the PC at 31 March 2026 and reflects its receipts and payments during the year. It is clear that it will be necessary to increase reserves to be ready to support the building of community facilities in the SUE development in Kilverstone.

Notes to the Accounts

- Assets** Notice boards (and with drop boxes), Village signs, Jubilee beacon, flag poles, dog waste bin, bench, grit bin, office equipment for the Clerk, Riverside Path furniture and donated Public Open Space at Arlington Way - £11,503
- Borrowings** The PC has no borrowings
- Earmarked Reserves** , The PC had earmarked reserves of £12,500 FY 26/27:
£3,000 for Community Facilities new noticeboards
£5,500 JNP
£3,000 for POS Maintenance
£1,000 Contingency
- Tenancies** The PC has no tenancies

- 5. Section 137 Payments** The PC made no S137 payments in FY 25/26.
- 6. Agency Work** The PC undertook no agency work
- 7. Contingent Liabilities** The PC's accounts for the year end 31 March 2026 do not include a provision for any such contingency.
- A contingent loss will be accrued in the financial statements where it is probable that a future event will confirm a material loss which can be estimated with reasonable accuracy at a date when the financial statements are approved.*
- Where a material contingent loss is not accrued, perhaps because it cannot be accurately estimated or because the event is not considered sufficiently certain, it is disclosed in a note to the accounts.*
- 8. Advertising and Publicity** No costs were incurred for advertising and publicity during the year
- 9. Trust Funds** The PC is the trustee for the Kilverstone Alms house Trust.
- 10. Commitments** The PC has and maintains the POS at Arlington Way under a Unilateral Agreement (similar to a Section 106 agreement).

PARISH CONTACT DETAILS

Chairman
B Bick

Responsible Finance Officer
S Fulcher

Email: clerk@brettenhamandkilverstonepc.co.uk

Parish Council Website: <http://brettenham-and-kilverstonepc.norfolkparishes.gov.uk/>