

**FULL MEETING of BRETtenham AND KILVERSTONE PARISH COUNCIL to be
held at the KILVERSTONE ESTATE OFFICE
on Tuesday 10th March 2026 at 1900**

AGENDA

1. **Attendance** - The Following Councillors were present; Councillors Bick (BB), Exton (SE), Hughes (CH), Lee (DL), Skirving (JS)

with introduction of Sarah Fulcher (SF) as the new Clerk
Apologies were made by Councillor Wright.
2. **Any Declared Matters of Urgent Business** There were none.
3. **Any Declarations of Interest** There were none.
4. **Minutes of Meeting 18th November.** These had been circulated previously and have been duly signed by BB.
5. **Matters Arising (Not Covered by the Agenda)**
 - a. Councillor Dawson resignation - Time to request has passed and the council will need to co-opt a new councillor. It was agreed that BB will collate literature to circulate online and on noticeboards.
 - b. Clerk resignation. SF started in post 2nd March 2026.
6. **Planning**
 - a. SUE update – update provided by Pidgeon & Persimmon on Phase 1D prior to meeting 10/3/26. Council to forward comments in coming days.
 - b. Breckland Local Plan (Call for Sites) - 800 responses have been made. Feedback to planning inspector by 2027 with the plan looking to be adopted by 2028. To align with neighbouring authorities, responses available on their website.
 - c. Neighbourhood Plan - BB has sought two additional quotes.
 1. No reply
 2. Quote for £14k full review, £10k partial.Unanimously agreed that A. Long (Compass Point) quote for £6k including consultation & exhibit was the best route.
 - d. Planning applications – main application was discussed prior to meeting. Council will send comment on revision to layout plan in coming days.
One further item was raised regarding the query of the installation of a fence that bordered public open space in Arlington Way with subsequent removal of existing fence. This would be within the confines of private land and therefore the homeowner would need to investigate if planning would need to be applied for. The council agreed they do not give permission to remove existing fence.
7. **Local Government Reorganisation** – at present no formal decision has been made. It is expected 2027 would be the date for mayoral election with November 2026 the expected announcement date.
8. **Greater Thetford Partnership** - Meeting 5th February 2026. The main discussion surrounded walking and cycling infrastructure in Thetford and the Kings fleet Junction (A11). Roundabout improvement is solely funded by SUE.

9. Financial Report

- a. Financial Position & transactions – 1 additional cost to add. £120.00 for 3-week training course for new clerk.

It was reported that.

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) *	£ 185.22	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	57.50
Deposit new bank account	500.00		
Total Receipts	<u>8,475.73</u>	Total Payments	<u>5,186.56</u>
In Year Net Surplus	3,289.17	*	
B/F	23,798.13		
Total	<u>27,087.30</u>		
<u>Carried Forward</u>	27,087.30		
	<u>2025</u>	Balance Sheet as of 31 March 2026	<u>2026</u>
	£		£
		Bank	
	11,858.09	Instant Access Account	12,040.97
	11,940.04	Current Account	15,046.33
	23,798.13		27,087.30
Assets	£		-
	10,688.64		0.00

- b. Budget, Precept and future expenditure – Precept has since been agreed at £7986.00. Internal Audit needs to be complete by 30th June. CH is going to speak with a contact to arrange and if unsuccessful BB to liaise with NALC.

10. **Kilverstone/Alms Houses**

Kilverstone Almshouse Trust 211599

Report to B&KPC Committee Meeting 10-03-26

Date 04-03-26

Financial.

Balance at last meeting. **£10,530.97**

Total Money Out Nil.

Money in.

Rent No.1 January 26 £628.12

Rent No.2 February 26 £628.12

Rent No.1 February 26 £628.12

Rent No.2 March 26 £628.12

M & G Investments £34 40

Total Money in. £2,546.88

Balance at 04-03- 2026 £13,077.85

Investments

M & G investments at 31-12-25 **£3,744.84**

CCLA investments at 31-12-25 **£43,282.43**

Lloyds Instant Access Account at 04-03-26 **£40,227.71**

Maintenance

No work undertaken in the period since the last report.

Beneficiaries.

No items to report in the period since the last report.

Trust Management

Following the recent resignation of Councillor Dawson the Trust is looking for a replacement signatory for the Lloyds Charity Account from the Trustees.

Meeting Comments

1. JS & SE to conduct visits in coming months with beneficiaries
2. A question raised regarding the implementation of solar panels, DL to investigate and report findings re grant funding.
3. Pothole at entrance noted, JS & SE to inspect when visiting.
4. Reserves to be used this year to redecorate. No.1 Being urgent, No.2 non-urgent.

11. **Reports by Members**

- a. Rural, Environmental and CPRE - none reported in Councillor Wrights absence.
- b. Community Safety - Steps in Arlington Way to be completed ASAP, contractor currently in hospital. Reports of speeding in Rushford Lane - Highways had painted a '30' on the road, but the road but the householder declined the offer of setting up a Neighbourhood Speed Watch. No crimes were reported within 1 mile of IP24 2PR since last meeting.

12. **Correspondence for information¹** - none.

13. **Dates of Next Meetings** - the coming years meetings were agreed as follows.

- 12th May 2026 – 18:00
 - 21st July 2026 – 19:00
 - 8th September 2026 – 19:00
 - 10th November 2026 – 19:00
 - 12th January 2027 – 19:00
 - 16th March 2027 – 19:00
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