



MINUTES OF THE ANNUAL PARISH COUNCIL MEETING OF GREAT MASSINGHAM PARISH COUNCIL HELD ON MONDAY 18TH OF MAY 2026 FROM 7.30PM AT THE VILLAGE HALL

PRESENT: Cllrs Kevin Hobart (KH) Chair, Alexis Brun (AB), Peter James (PB), Robin Arbenz (RB), Kim Frazer (KF), and Pete Harries (PH), and Oliver Locke (OL)
5 members of the public with 1 part time

- 1. ELECTION OF CHAIR** - Cllr Frazer proposed Cllr Hobart which was seconded by Cllr Harries with all in favour. Cllr Hobart duly elected.
- 2. ELECTION OF VICE CHAIR** - Cllr Harries proposed Cllr Arbenz which was seconded by Cllr Frazer with all in favour. Cllr Arbenz duly elected.
- 3. APOLOGIES** – Cllrs Nash, West and Beales.
- 4. MINUTES** of the PC meeting 20th April 2026 proposed by Cllr Brun, seconded by Cllr James with all in favour who attended that meeting.
- 5. PUBLIC QUESTIONS** (3 minutes max per speaker) 15 minutes allowed in total
 - a. Parking on the village green – we should be working with people to use the green and suggested an entrance with matting as vehicles are still blocking the footpath on Abbey Road. We should be encouraging people to park and the smaller green on the entrance to Abbeyfields needs clearing.
Cllr Arbenz could understand this but the consultation a year ago had 113 parishioners responding (14% of residents) who did not want parking on the greens.
Cllr Brun advised that a designated entrance and matting by the new posts will turn the area into a mud bath. The North End entrance is okay but not the South End which will be badly damaged.
 - b. Regarding the growth on the small green, Cllr Hobart will discuss with HHA and the clerk will meet the owner of the wall to discuss. ACTION: KH/Clerk
 - c. Frustration with residents parking along Station Road. Clarification required on the parking situation on all the village greens.
- 6. DECLARATIONS OF INTEREST** - None
- 7. HEALTH & SAFETY** Reports on any new H&S issues – play horse repairs have been undertaken.

8. PLANNING –

Application: 26/00687/F – Proposed rear extension to existing residential property at 3B Kennels Farm, 19 Castleacre Road, Great Massingham. This was discussed and no observations proposed Cllr James, seconded by Cllr Locke with all in favour.

Decisions – None

Appeals – None

Enforcements – None

9. UPDATES ON ACTIONS REQUIRED FROM PREVIOUS MEETINGS:

a. Fishing warden job description, Rules & Regulations and Permit Costs discussed and Cllr Locke to resend the latest documents. A meeting has been arranged by FOSPGM WhatsApp for Thursday 21st May at 12 noon and Cllr James will attend on behalf of the Parish Council, acting on both side.

b. Village Noticeboard – Clerk has chased the manufacturers and will follow up again.

c. Clerk had contacted Robert Miller at the Houghton Estate regarding the horse chestnut trees and these will be surveyed within the next two weeks.

d. The Land Behind Surgery – Cllr Harries gave an update of a meeting with highways who saw no issues.

Cllr James advised that there was no pressure to develop and the requirement was to find another 9 homes by 2040. The NDP survey response was that 67% of respondents wanted the area developed. Awaiting the Freebridge update but agreed to go ahead with the evaluation process and Cllr Harries advised that he had 2 valuation costs of £8500 and £1195 from Browns with 2 other agents not interested. Cllr Frazer proposed, seconded Cllr Harries with all in favour with one abstention. The land valuation completed the phase 1 of the land project and once the valuation is obtained, the Parish Council will discuss and agree the next steps which may include as per Cllr James request for a Community Consultation.

e. Massingham Together play area update – Cllr Harries advised on the Lottery and FCC funding invoicing. The opening will be on the 1st of August with a Village Fete, and a special guest to be appointed. Cllr Frazer advised that residents using the play areas may wish to bring dogs and could a “dogs on leads” notice be considered. Cllr Locke to put this to the Village Hall at tomorrow’s meeting. ACTION: OL

f. SSE update – the clerk advised that, after much discussion with SSE, we now have a credit of £733.48

10. REPORTS

Clerks Report – completed year end, internal auditor document requirements and AGAR Chased noticeboard supplier, ordered the rocking horse replacement seat.

Opening a new Unity Trust Bank account for The Mallard – just awaiting account details.

Set up Scribe accounting system with access for the Finance sub-committee.

Working on the new website which is now live and includes a page on The Mallard. Will add the latest SCAM information.

Will attend the Local Plan Consultation on the 16.6.26 and report back.

We are now in the Ward Gayton with Rudhams and Massingham.

Village Hall – Cllr James advised that a Village Hall meeting will be held tomorrow 19.5.26 and still barely surviving.

Great Massingham School – report as last month.

Biodiversity – Cllr Locke has sent out a large draft document to the councillors in the sub-group and a meet up to follow.

The Mallard – The sub group are due to meet this Month and Peter James agreed to be Chair. New editor in place and produced the May edition.

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Ponds (FOSP GM) Cllr James advised work has been erratic recently due to sickness.

Village Greens – as item 5

NDP – as annual report at the Annual Parish Meeting.

GMPC HR Group – clerk review in October.

Allotments – AGM minutes on the website.

11. BOROUGH AND COUNTY COUNCILLOR REPORTS

Cllr Beales report at the Annual Parish Meeting.

12. MATTERS REQUESTED BY COUNCILLORS

a. Confirmation of Subgroup Cllrs – Cllr Hobart went through the current listing and he will send out the updated list. Clerk to update the website. ACTION: KB/Clerk

b. To approve the triple fronted waste/recycling for the play area/village hall @£948.10 proposed Cllr Harries, seconded Cllr Locke with all in favour. Email confirmation required from the Village Hall that they will be emptying. ACTION: Cllr James

Will be ordered nearer the opening date of the play area

c. Quote from Highways for low fencing on Abbey Road @ £3536.60 proposed Cllr Hobart, seconded Cllr James with all in favour.

d. Replacement seat insert for the rocking horse completed.

e. Post on the village green and dog bin on Mad Dog Lane to be repaired and Cllr James advised that this would take place.

f. Email from Norfolk County Council regarding funding for bus shelters and street furniture – to be deferred to the September meeting. ACTION: Clerk

13. CORRESPONDENCE

a. Email from a resident regarding ideas for fishing at Scotman's Pit – will be attending the FOSPGM meeting on the 21st May and ideas etc., to be discussed.

b. Freebridge email regarding a residents engagement event – as this only applies to Freebridge homes, it was agreed that the Parish Council would not get involved.

c. Email from a resident regarding parking on the main green – as per parishioners participation – clerk to respond to resident accordingly. ACTION: Clerk

d. Email from a resident regarding donkeys grazing at the back of the surgery – fencing would be required, risk assessment and insurance so decided not something we can approve.

e. Christmas lights switch on to be held on the 11th of December from 4pm and the Dabbling Duck have agreed use of the Barn. Clerk to request road closure. ACTION: Clerk

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14. FINANCE

- a. Approve the bank statements, reconciliation and payments/receipts for April 26 – proposed Cllr Harries, seconded Cllr Locke and all in favour.
- b. Approve the payments, to date, for May 26 – proposed Cllr Hobart, seconded Cllr Harries and all in favour.
- c. Approve and sign the AGAR sections 1 and 2 – proposed Cllr Frazer, seconded Cllr Harries with all in favour.
- d. Approve and sign the CIL 25-26 return – proposed Cllr James, seconded Cllr Locke and all in favour.
- d. Donation request for Norfolk Citizens Advise £200 proposed Cllr Frazer, seconded Cllr James with all in favour.

Clerk advised that a VAT return had been made with a second waiting to be sent.

The next Parish Council meeting will be on Monday 15th of June from 19.30 at the GM Village Hall.

Meeting closed at 21.22

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MAY PAYMENTS TO DATE:

NAME	REASON	£	vat
Cozens	light maintenance	54.00	9.00
Unity Trust Bank	Monthly service charge	7.00	
C Boyden	Clerk Salary May	573.01	
C Boyden	Overtime April	557.82	
C Boyden	April expenses	47.60	
HMRC	Subject to pay slip	143.2	
J Lodge	Mallard Delivery	60.00	
G Harries	Mallard Editor fee	250.00	
K Hobart	April Expenses	13.49	
Scribe Accounting	Monthly payment	42.00	7.00
Scribe Accounting	Set up	161.40	
HHA Grounds Maintenance	April 2026 invoice	946.52	157.75
Wellers Lawgroup	Deed of Dedication	2356.80	392.80
Norfolk Citizens Advice	Donation	200.00	

Signed:

Date: