

**MINUTES of meeting of the Old Buckenham
Parish Council
held on 6th August 2026 at 19:30
at Old Buckenham Village Hall**

**Old Buckenham
Parish Council**



The minutes are recorded in line with the terms of reference for meeting and the numbered items on the agenda. Copies of the Agenda will be issued alongside the final ratified minutes.

Present: Councillors N Bailey - Chair (NB), D Irons – Vice Chair (DI), S Burton (SB), S Gowers (SG), P Twissell (PT), D Butler (DB)

Apologies: - L Evison (LE), D Taylor (DT),

In Attendance: - Megan Elvin – Clerk (ME), S Askew (SA) District Councillor

Also present: 4 members of the Public

Meeting opened: 19h31

Chair signed as approved:

Date:

Vice chair signed as approved:

Date:

Minute	Action
26.08. 01	Apologies for absence DT & LE unable to attend
26.08. 02	To approve the minutes of the meeting held on 2nd July 2026 Propose By DI and Seconded by DB to approve (6 in favour) APPROVED
26.08. 03	To record declarations of interests not already recorded in the current Members' Register of Interests N/A
26.08. 04	Public Participation – open forum for questions not relating to the agenda (3 minutes each) N/A
26.08. 05	Financial Matters <u>Bank Reconciliation</u>

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Old Buckenham Parish Council			
Bank Balance at 30/06/2026			
	Barclays Community	£5,904.13	
	Lloyds	£14,362.72	
	Total Bank Balance	£20,266.85	
Receipts			
	Breckland Council	£101.40	
	D Tanmer	£20.00	Repair to Green installment
		£121.40	
Payments made			
Megan	Salary	£515.40	
Megan	Expenses	£5.00	
	Old Buckenham Village Hall	£20.00	
	Old Buckenham Village Hall	£42.00	
	M Carriage	£30.00	
	Old Buckenham Methodist Church	£22.50	
	R Curtis	£46.03	
	L Gedge	£69.10	
	J Frost	£2.80	
	D Hannah	£12.60	
	A Hannah	£25.00	
	HMRC Employer Contributions	£31.33	
	S Barker	£280.00	
	121 Computers	£401.00	
	Defib Warehouse	£52.74	
	Bank Charge	£4.25	
		£1,559.75	
Total Balance after Receipts and Payment			
		£18,828.50	
Bank Balance as of 30/06/2026			
	Barclays	£5,904.13	
	Lloyds	£12,924.37	
		£18,828.50	
Less reserves			
		£10,800.00	General Reserve
			£700 taken and added to Audit budget
		£10,800.00	
Available balance			
		£8,028.50	

Budget Monitoring

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2	BUDGET MONITORING - 2026-27			
3	Payments	Budget	Actuals	Balance
4	Green Working Committee	8,950.00	1,900.00	7,050.00
5	Recreation/Play Area	1,000.00	0.00	1,000.00
6	Grants	4,089.91	4,089.91	0.00
7	Community Car	2,345.00	627.70	1,717.30
8	Misc	500.00	334.17	165.83
9	Newsletter	750.00	0.00	750.00
10	Village Maintenance	5,240.00	1,630.00	3,610.00
11	War Memorial	3,900.00	1,860.00	2,040.00
12	Xmas Tree	500.00	0.00	500.00
13	Salaries Etc	6,500.00	3,534.15	2,965.85
14	Expenses	800.00	597.48	202.52
15	Post/Stationary/Website	500.00	43.95	456.05
16	Audit	1,050.00	578.00	472.00
17	Hall Hire	600.00	159.50	440.50
18	Subs	520.00	324.99	195.01
19	Training	500.00	241.00	259.00
20	Insurance	930.00	889.31	40.69
21	Bank Bank Charges		8.50	-8.50
22	Other		3,650.00	
23				
24	Total payments	38,674.91	20,468.66	21,856.25

Payments for Approval

Payments for Approval		
Megan	Salary	£515.40
Megan	Expenses	£5.00
	Old Buckenham Village Hall	£20.00 July Hall Hire
	L Gedge	£157.60 June & July Comm Car
	D Hannah	£17.60 July Comm Car
	A Hannah	£17.60 July Comm Car
	HMRC Employer Contributions	£14.80
	Norfolk ALC	£160.00 Councillor training from 2025
	Norfolk ALC	£97.20 Councillor E-Learning 2026
	Broadland Tree Services	£336.00 Tree Maintenance
	S Barker	£250.00
		£1,591.20
	Available Balance if all above agreed and paid	£6,437.30

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ME Proposes to set up a direct debit/ standing order for both the Employer Contributions to HMRC and Clerks basic salary of £515.40 to avoid fines and late filing. This will need to be authorised on the bank at set up initially, but after that the payments will go out automatically.

Propose By NB and Seconded by PT to approve (6 in favour)
APPROVED

26.08. 06 **To receive Councillors and District Councillors reports and reports of matters arising from those minutes: for update and information only**

SA – Regulation 19 of the local plan is out for consultation now. Have until 16th September to comment on it – legal robustness and how it has been prepared. Information is on Breckland website. They started the plan in 2022, but then had to go back to the beginning 2 years ago when the new government came in. There will then be a submission of documents to the council to then be examined by an inspector in December. Finally, the adoption of the publications will be June 2028.

Another call for gypsy and travellers' sites as none presented previously.

During the school summer holidays there are some free events going on – The Gaming Bus in Attleborough on the Friday 21st August.

In Connaught Hall Car park there will be an outdoor cinema on Tuesday 25th August.

NB – Attended the SNAP meeting (Action panel for safer neighbourhoods) Potentially East Harling BMX track is in jeopardy for anti-social use behaviour. List of all the crimes in the local area – in Old Buckenham 1 burglary and 1 engagement appointments. An issued raised was speeding agricultural vehicles – provide vehicle details to NB who can forward onto the police officer Dion. NB mentioned parents parking on junctions at school times – If this happens again – take a photo and email it to them. We can request a parking warden from Breckland and there could be funding. However, this is not a permanent solution.

Next meeting Tuesday 13th October & 6:30pm in Attleborough Town Hall.

Had correspondence with the High School and primary school regarding the graffiti – thanks to Pete for painting the white.

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It is now on their radar

School parking can be at the Gamekeeper again – this has been reiterated to the schools.

The raffle for the hamper for fundraising – had no responses from public or business other than the pubs.

Date for this fundraising event is Tuesday 25th August.

Also, in talks with Village Hall for a prize bingo and profit split between PC playground funding and VH.

Asked by a parishioner if they can make the small island opposite the church a little bit nicer. – SG to organise.

We had a fire on Fen Street in the fields on Saturday just gone – this looks like it was lightly caused by a walker with a cigarette. Very lucky that it did not spread to the transformer in the field. Local farmers and fire department acted quickly and put out the fire. Many thanks given to everyone involved in dealing with this.

Please be mindful in this dry heat about leaving cigarette butts still lit on the floor.

PT – Village Hall perspective – bookings are up and now breaking even on costs.

Will purchase new paint for the graffiti that is left on the bus shelter – PC to reimburse.

SG – Speeding has gone up 4% on Mill Road. Attleborough Road highest speed of 60mph. Cake Street – highest speed 51mph. Caught over 40 speeders on Cake Street.

Can the residence in the village not flash drivers coming the other way to warn those of the speed watch.

Meeting for the Speed watch team is coming up this month in Methodist church.

Considering a speed camera in the village – will look into funding for this.

Cones that were put out for Old Buckenham air show were placed out too early and caused issues. Matt is aware of the issue.

Need another call for volunteers for speed watch – ME to put on Website and Social Media.

ME – Defib batteries at VH replaced.

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26.08. 07

To consider planning applications and to receive Breckland District Council's decisions made on any planning applications received before the meeting:

(All planning applications are available for viewing on the Breckland District Council planning portal – www.breckland.gov.uk/article/2933/Search-Planning-Applications - Parish Councillors have been asked by the chairman to view the new applications in advance of the meeting)

New planning applications

I. Reference: PL/2026/0995/VAR

Proposal: Variation of Condition 2 of planning permission PL/2025/1453/FMIN to allow amendments to the approved plans relating solely to the construction of the garage serving Plot 1.

Site: Land to The East of Crown Road, Crown Road, Old Buckenham, Attleborough, NR17 1SD.

Link: <https://publicportal.breckland.gov.uk/planning/index.html?fa=getApplication&id=199850&language=en>

No issues

Propose By NB and Seconded by PT to Support (4 in favour 2 abstained) **SUPPORTED**

Planning Appeals (for information)

II. Reference: PL/2026/0570/PIP

Proposal: Demolition of existing buildings on site and erection of five dwelling with associated parking and gardens - Permission in Principle

Site: Land At The Old Yard, Old Buckenham, Norfolk, NR17 1SS

26.08. 08 **Assertion 10 – Transferring over to gov.uk domain for emails and website.**

Quote received from Norfolk ALC. They offer a service which will provide the gov.uk domain and allow unlimited email address' with a 10GB storage capacity. We can also then use this domain for the website as well.

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The current cost is £109.60 + VAT per year.

Propose By NB and Seconded by DB to Support (6 in favour)
SUPPORTED

26.08. 09 **Ottomer Pond (Ongoing)**

The CCTV survey new quote received:

To return to site alongside sub-contracted Jet-Vac unit, along with all necessary operatives and equipment including CCTV Crawler unit. To undertake Jetting & CCTV survey of as much of the requested drainage as possible.

On completion of the survey, we will provide a marked-up plan of the drainage, together with a full report in accordance with the Water Research Council's (WRC) Manual of Sewer Classification, 5th Edition to WinCan Standard, as well as C.C.T.V footage certified by an OS19X qualified operative. We will also include any recommendations for repair within our final report.

Costs

CCTV Survey: £1100.00

Jet-Vac: £1680.00

Total cost: £2730.00 plus VAT

PC cannot afford this cost up front to then wait for reimbursement.

Property is now SSTC. New owners are aware of the current situation. NB to speak to the new owners.

26.08. 10 **Vote on holding an additional Annual Parish Meeting**

Request for holding an additional APM by a member of public.

The village has changed a lot in the last few years and the people who live here now are not the same as what it was. People do not have time and do not want to attend any parish meetings anymore.

Councillors do not feel it will serve any additional purposed as no additional information to discuss.

Decision made not to hold another meeting.

26.08. 11 **Buoyancy aids and pond risk assessment**

SB measured all 4 ponds

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Manor Corner is dry at the moment – maximum depth is 1m, lowest depth 0.6m. Size: 13.2m by 12.7m.

There is a vertical drop on the side by the main road, remaining sides have a slope into the pond. Muddy bottom to the pond.

Post Office – Maximum depth is 1.2m. This pond is oval in shape and is 18m by 12m in size. It has steepish sides with a firm bottom.

Ottomer pond – 41m across in diameter. Maximum depth is 1m when full to the outlet and has a very hard bottom. The sides of this pond are very gentle slope.

Rod Alley Pond – When full – 1.8m deep, very muddy bottom.

There is a grab chain in Rod Alley Pond along the length of the side where the houses are.

Size: 14m by 43m. Both road side and track side banks are vertical with slopes at the shorter edges.

ME to research if there would be buoyancy aid requirements for these ponds.

26.08. 12 **Fish safety in dried ponds**

SB has been monitoring Rod Alley Pond – currently sitting at 10inches of water. Oxygen level is 10mg and the minimum is 8mg. Anything below 8mg the fish start to suffer.

Complaints about the weeds – there are a lot, however this provides shade and oxygen.

The water temperature has dropped today.

There are no signs of fish in Ottomer pond.

Advice from the environmental agency on the 24th July was that adding more water to the ponds could cause more harm than good and that the fire service would not be available to help.

26.08. 13 **Give Way sign visibility – Harlingwood Lane**

Although the hedge in front of give way sign has been cut however the full hedge needs cutting.

This was advised in original letter – ME to now contact highways.

26.08. 14 **Community Car**

DT provided update via email.

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Have reviewed/revised some of the paperwork with Doug (driver agreement, CCC checklist), and Doug and I have set up regular Friday sessions to continue reviewing.

2 of the drivers have completed basic checks, but on consultation with Lorrain Varney, it seems that the enhanced check is more appropriate to allow for carriage of elderly or vulnerable customers. The good news is that D & B checks for voluntary organisations should be free. Lorraine has provided contact for umbrella organisations ([Volunteer Services, Support & Community Work | Voluntary Norfolk](#) or Norfolk County Council), and I will follow up with them.

26.08. 15 **Footpaths along the Green**

Email received regarding the footpaths along the Green. The tightness of the paths caused them to trip and have an injury.

Suggested having the paths cut regularly and wider.

GWC will look at the formal marked footpaths over the green and the maintenance of those.

26.08. 16 **Tree Maintenance around the Green**

GWC have received quotes for multiple trees on the green which need maintenance or felling.

There is a willow tree by Manor Pond which needs cutting back – Power cable company will be sorting the area by the cable. Once this is done, new quote will be obtained for cutting this back.

The Elm near the shop, the dead elm by the old forge and the Ash with Bracket Fungus. Total cost is £1220 + Vat

There are 2 ash tree's which need felling – Ben Devlin has kindly offered to organise and pay for this. Thanks are given to Mr Devlin and Richard Lindner who has been liaising with him.

SH has asked to approve the cost of the Elm near the shop and the Dead elm by the Old Forge. Total: £460 + VAT.

Propose By NB and Seconded by DB to Support (**6** in favour)
APPROVED

26.08. 17 **Footpath Warden**

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No one has come forward to be a footpath warden. No longer discussing this on the agenda.

26.08. 18 **Playground refurbishment**

The Online Playground quoted for the toddler area to be completely redone - £145,000.00

To DIY the Rubber Mulch flooring around each area of equipment. Have allowed for waste disposal and skip.

Product itself is £23,700 itself.

Preparation for the ground will need to be done separately. Contractor's themselves - £10,000 to lay the mulch.

Totalling around £40,000 incl VAT to re surface.

This will need to be done at a very particular time as cannot be done when the temperature is over 22 degrees. When it is being laid, it cannot get wet.

Lesley and Colin Coates have donated towards the funding of the playground.

26.08. 19 **To consider police speed cameras on a Tuesday evening for Bikes on The Green following speed complaints**

The complaints came in after the large bike event involving a celebrity present on Tuesday 28th July.

The police are out on Tuesday nights and neighbouring villages. They were supposed to be there for this event but could not attend.

The police are aware – Once the drivers leave an event it is no longer the event holders' responsibility.

Should you have a complaint about speed, reports need to be made to the police via the non emergency line and not the PC.

26.08. 20 **Solar farm update**

No update to provide – M Kelly has been on annual leave. Phone call book for next week.

26.08. 21 **Christmas event and tree**

LE was unable to view the Xmas tree.

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NB spoken to Ox & Plough – Sunday 29th November agreed as the date. More details to follow. PC will be led by the Ox.

26.08. 22 **Re – location of dog waste bin (St Andrew's Close)**

ME questioned Breckland regarding the who the owner of the bin is. It is the PC responsibility.

Moving the bin will not cost any extra for emptying the bin. We would just need to provide the new location and What Three Words to Breckland Council so Serco know where to find it.

PC has decided that they would require a petition from everyone else on the street to support the move before they can make a decision on this.

26.08. 23 **Public Participation on agenda items only (3 minutes each)**

- N/A

26.08. 24 **To consider items for next agenda**

- Community Car
- Green Working Committee.
- Solar Farm
-

26.08. 25 To Confirm date of next Parish Council meeting on **Thursday 3rd September 2026** at Old Buckenham Village Hall at 19:30.
Confirmed

26.08. 26 **To Confirm Meeting Closed at 22h00**
Confirmed

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