

# Fulmodeston & Barney Parish Council

**The minutes of the Parish Council Meeting held at 19.00 on Monday 1<sup>st</sup> December 2025 in the Old School Hall, Fulmodeston.**

**Present:** Cllr C Lickley (Chair), Cllrs R. Harris (locum Clerk), D. Cooke, J. Marston and M. Marshall.  
3 members of the public.

**25/62 Welcome and to consider apologies and reasons for absence.**

The Chair welcomed all to the meeting.

Note apologies received from NNDC Cllr Mike Hankins and NCC Cllr Steffan Aquarone.

**25/63 To receive declarations of interest and request for dispensations in any of the agenda items.**

Cllr Lickley declared interest in PFA. Council voted on a request for dispensation, proposed by Cllr Marshall and seconded by Cllr Cooke. Approved by all.

**25/64 To Approve the minutes of the Parish Council Meeting held on 6<sup>th</sup> October.**

Approval proposed by Cllr Marston and seconded by Cllr Marshall. Approved by all.

**25/65 Matters arising (for information only), not included on the agenda.**

None arising

**25/66 Open Forum for public participation.**

- i. Receive report from NNDC Cllr Mike Hankins and NCC Cllr Steff Aquarone.  
Reports received from Cllr Hankins and Cllr Aquarone, with thanks.  
Cllr Aquarone's update included commentary on: banking hubs; digital ID, and low-flying military aircraft
- ii. Questions and comments from residents and members of the public

**25/67 To Receive an update on the 2 Defibrillators and Approve any action.**

Council considered a resident's report outlining the situation and future of the two defibs. Council agreed to transfer ownership of the defibs to the Council (to be added to the asset register) and a renewal of the service arrangement with Webnos (including payment of invoice received). Proposed by Cllr Lickley, seconded by Cllr Marston. Approved by all.

1 resident left

**25/68 To Receive an update from the locum Clerk.**

Cllr Harris updated the Council on the final stages of the dismissal of the Council Clerk, and the work following to ensure procedures and governance were being properly established. This has included much time addressing the concerns of the Internal Auditor (see below) and transferring all financial matters to spreadsheets for more comprehensive management. Finally the Government Gateway with HMRC has been established so future payroll will be managed on HMRC PAYE tools.

**25/69 Finance and Governance**

- i. To Approve the Cashbook, Receipts & Payments since the last meeting.

Cllr Harris updated the Council on the key figures in the cash book and read out payments and receipts. Balance in the community account is £3,482.99; balance in No2 account, £13.72; balance in the Cambridge BS, £19,269.00.

Receipts: £5,138 (second precept payment); Transfer of £1,311 from Cambridge Building Society for the Noticeboard has been effected.

Payments: £1,289.08 (Clerk's salary July – September); £426.51 (HMRC Tax on salary); £33.31 (Reimbursement for glass for Barney Noticeboard); £1,980.00 (CHRGs - HR Services); £75.00 (outstanding: 3 payments for cleaning Barney Bus shelter in May, August & November); £110 (outstanding 2 payments for Newsletter – August/September, October/November); £40.00 (Hire of OSH for PC meetings in 2025). Approval proposed by Cllr Marshall and seconded by Cllr Marston. Approved by all.

ii. To review bank accounts operated by the Parish Council and Approve any action.

Cllr Harris updated the Council on the situation with the Council's three accounts: the community account, the 'No2' account and the Cambridge Building Society. The No2 account was set up to fund the villages' Defibrillators. For the last three years they have been managed through the PC's main account. Cllr Harris proposed closure of the No2 account; seconded by Cllr Cooke. Approved by all.

iii. To Approve a Temporary Loan from the Capital Reserve to the Current Account and Approve terms of Repayment.

Cllr Harris set out the need for a temporary loan from the capital reserve to cover short-term financial constraints. He suggested this should be for a sum of £1,500. The current interest rate on the account is AER 1.75%. The Council will reimburse the interest which would have been earned - which amounts to £22.50. The loan will be for the short-term, with £1,000 being repaid in May 2026, and the balance in October. Loan was proposed by Cllr Lickley and seconded by Cllr Cooke. Approved by all.

iv. To Approve payment to the Information Commissioners Office to be made by Direct Debit.

Cllr Harris explained the need for the Council to pay a subscription to the Information Commissioner's Office. The annual fee for this is £52.00 (reduced by £5 when paid by DD). Proposed by Cllr Lickley, seconded by Cllr Marshall. Approved by all.

v. To Approve the expenses payment requested by the previous clerk. Amount for £14.72.

Proposed by Cllr Lickley, seconded by Cllr Marston. Three voted for motion; two against. Motion approved.

vi. To Approve the Budget and Precept for the 2026 – 2027 Financial Year.

Cllr Harris explained the key figures from the budget, including the forecast situation for 2026-27. He outlined the implications of various levels of uplift in the precept, with a central proposal for a precept of £13,000. Proposed by Cllr Marshall, seconded by Cllr Marston. Approved by all. It was noted that this increase in precept was intended to cover budget requirements for 2026-27 and the deficit for 2025-26, and that the level would be reviewed in the following year.

vii. To consider and Approve any action from the Internal Audit report from April 2025.

Cllr Harris updated the Council on progress being made against recommendations in the 2024 - 25 Internal Audit.

Errors in accounting records have been noted and action taken.

The Council notes that it has failed to publish the Electors' right notice on time for the 2024-2025 financial year due to circumstances beyond its control.

The cash book is now on Excel.

A VAT invoice in the name of the PC from Norfolk Broads Exteriors has been located.

The FOI scheme is now on the web site.

Policies have been updated.

The asset register will be addressed at the next meeting.

viii. To Approve a payment towards the PFA Grass Cutting Grant (paid so far £1,800 – outstanding £2,085).

The Council has already committed to payment of the remaining outstanding sum of £2,085 within the current financial year. Proposed by Cllr Marshall and seconded by Cllr Cooke. Approved by all.

ix. To Approve the following policies: Reserves, Internal Control, Data Protection, Small Grant Application Risk management policy.  
Cllr Harris suggested that the Approval of all policies be deferred to the next Council meeting. Agreed.

x. To consider and Approve Grant requests.

PC Grants

St Mary's church, £200. Approved by all.

OSH Warm Hub, £88. Approved subject to receipt of grant form.

PFA Insurance grant, £910.12. An upper limit of £910.12 was approved by all; however the PFA were asked to investigate whether a lower quote could be achieved. The final sum will need to be reported at the next meeting.

PFA Grass cutting grant, £3,885. Council discussed the affordability of this sum, and approved a lower grant of £3,000. Proposed by Cllr Marshall and seconded by Cllr Cooke. Approved by all.

Capital grants

PFA. grant for £6,974 for equipment for the new Community Hub. Proposed by Cllr Marshall, Seconded by Cllr Marston. Approved by all.

Old School Hall grant for £2,500 for millennium Window. The internal auditor has advised that this grant is not capital expenditure. However, she further advised that, given the great importance of the community project, the PC should seek to support it. This can be done by the OSH gathering evidence of the demand for the work to the window (eg resident signatures). If this is done then the PC can support the project via the capital fund. Approved subject to receipt of residents' petition.

#### **25/70 To Receive an update on Devolution and Local Government Reorganisation**

Cllr Marshall provided the Council with an update on the latest situation regarding the proposals for devolution and local government reorganisation.

#### **25/71 To Receive an update on Highways Matters and Approve any action**

i. To receive an update on the Tyre Baling Yard and Approve any action.

Cllr Harris advised that a resident reported a lorry nearly crashing into her when it was turning into The Street on the wrong side of the road. Also report that NNDC have opposed for some years a similar plant near Norwich to no effect.

#### **25/72 To receive an update on Planning matters and Approve any action**

No applications received.

#### **25/73 To note any correspondence**

Cllr Harris advised the Council on correspondence received:

Offer of free tickets from the Thursford Experience

Affordable Housing Crisis

Bus Shelter Funding – final call

NNDC Local Plan Examination – Publication of Inspectors' Report

NNDC Local Government and Reorganisation and Devolution Invitation to briefing

Fakenham Police Neighbourhood Meeting date

**25/74 Matters deferred to future agenda:**

road signs; review of the Asset Register & repairs; future of the Newsletter; plot rents.

**25/75 To note dates of future meetings**

Tuesdays, 10<sup>th</sup> February, 12<sup>th</sup> May, 14<sup>th</sup> July, 13<sup>th</sup> October, 8<sup>th</sup> December,

Annual Parish Meeting proposed – April. Agreed

**25/76 To close the meeting**

The Chair closed the meeting at 21.08.

Signed

Date