



# WEASENHAM PARISH COUNCIL

Serving  
Weasenham Saint Peter and Weasenham All Saints

Notice of a  
Meeting of the Parish Council  
Dated this day Wednesday 7th January 2026

**Councillors are hereby summoned to attend the next Ordinary Parish Council Meeting of Weasenham Parish Council on Tuesday 13<sup>th</sup> January 2026. The meeting will be convened at the Weasenham Community Building at 7.00pm, immediately following on from The Green Charity which begins at 6.30pm**

**Gail Robinson**  
Clerk and RFO to Weasenham Parish Council  
[parishcouncil@weasenham.org](mailto:parishcouncil@weasenham.org)

**Weasenham Parish Council welcomes the public and press to its meetings. The public and press can address the Council during the Public Participation sessions. The law does not permit members of the public and press to take part in the debates.**

## **Agenda**

- 1. To record the names of those present**
- 2. To accept apologies for absence**
- 3. To receive declarations of interest**
- 4. To note the number of vacancies on the council and consider any co-option applications**
- 5. To allow time for public participation and to note that there will only be one public participation opportunity at meetings, however the Chairman has the authority to invite a member of the public to speak at any point during the meeting if their input is considered helpful for a specific agenda item**
- 6. To receive a report from District and County Councillors**
- 7. To approve the minutes of the Ordinary Parish Council meeting held Tuesday 4<sup>th</sup> November 2025 and matters arising**
  - a. To note that new email addresses are in the process of being set up to meet the requirements of the new Assertion 10 of AGAR section 1**
  - b. To note corrected payment details of period 7 HMRC £55.57**

## 8. Finance

a) To receive bank account balances of the Parish Council as of 6<sup>th</sup> January 2026

Account name	Balance
Weasenham Parish Council Community Account (WPCCA) *****23	£2,157.03
Solar Fund Account (SFA) *****26	£20,781.10
Weasenham Parish Council Savings Account (WPCSA)*****36	£8,044.47
Weasenham Parish Council Reserves Account (WPCRA) *****46	£503.55

b) To receive details on income received since the last meeting

Payee	Detail	A/C	Payment type	Received
Private Hire	CB Hire	23	Credit	£40.00
Private Hire	CB Hire 3/12	23	Bank credit	£5.00
Private Hire	CB Hire 7/1	23	Bank credit	£5.00
Barclays	Interest	26	Bank credit	£62.28
Barclays	Interest	46	Bank credit	£3.55
Barclays	Interest	36	Bank credit	£10.82

c) To approve payments made prior to the meeting in line with the budget

Payee	Detail	A/C	Payment type	Total Amount Payable
RBL	2 wreaths £40 and donation £10	23	BACS	£50.00
Eon	Electric	23	DD	£44.29
HMRC	PAYE/NIC	23	BACS	£55.77
Eon	Electric	23	DD	£50.73
Anglian water	Water rates	23	DD	£23.33
G Robinson	Wage & WFHA Dec	23	BACS	£623.40
HMRC	PAYE/NIC	23	BACS	£55.57

d) Transfers between accounts

From	To	Details	Date	Amount
26	23	Church grass cutting	21/11/25	£1,600.00
23	36	To savings	11/11/25	£6,000.00

e) To consider and approve amounts for payment

Payee	Detail	A/C	Payment type	Amount Payable
G Robinson	Wage & WFHA Jan	23	BACS	£623.40
HMRC	PAYE/NIC	23	BACS	£55.57
ECS	IT support - Jan	23	DD	£43.74
ECS	IT support - Feb	23	DD	£43.74
G Robinson	Travel	23	BACS	£43.20
Stuart Safety supplies	Fire equipment checks	23	BACS	£30.00
T McClenaghan	Defib pads	23	BACS	£72.19
Eon	Electric 20/1/26	23	DD	£62.99
G Robinson	Ink	23	BACS	£168.50
G Robinson	Wix 15/1/26	23	BACS	£17.40

G Robinson	Wix	23	BACS	£126.60
G Robinson	Stationery – fold back clips	23	BACS	£1.50

- f) To confirm receipt during the period 011025 to 311225 the financial statements for October, November and December including bank reconciliation, end of month summary of bank balances provided by Barclays, Summary of transfers, transaction list, cost code summary and net position
- g) To consider net position and any budget changes necessary – a review of performance against the budget
- h) To consider appointment of internal auditor
- i) To consider Parish Partnership applications
- j) To agree the 2026/27 Weasenham Parish Council budget
- k) To agree the 2026/27 Precept requirement

## **9. Land and Planning**

- a) Consider planning applications - None
- b) Receive planning decisions - None
- c) Consider correspondence
  - Notification under town and country planning Act 1990 - Ref No: PL/2025/1974/TCA Site Address: Rose Cottage, 94 - 95 The Green, WSP, PE32 2TD. Proposal: Removal of all overgrown laurel hedge/trees, including roots.

## **10. To consider decisions made during the month via email/phone call to be ratified at the next council meeting**

- a) Purchase of replacement defibrillator pads

## **11. To discuss matters relating to the Community Building and Playing field and approve way forward**

- a) Play equipment update
- b) To consider foot path lighting bollards from Lambert's Close to the Rec field

## **12. To discuss matters relating to other community projects – none at time of agenda publication**

## **13. To formally record all matters relating to the Solar Fund**

- a) To receive updates on authorised Solar Fund funding

## **14. To consider policies**

- a) Information Guide in relation to FOI Act
- b) GDPR policy
- c) Data Protection policy
- d) Standing Orders
- e) Co-option policy

## **15. All items of correspondence were circulated prior to the meeting. To discuss correspondence and any items requiring an action**

- a) BDC review of land assets – email 7.1.26

## **16. To give an update on highway issues**

## **17. To note circulation of professional updates and training opportunities from Clerks and Councils Direct, NCC, NorfolkALC, NALC, NorfolkPTS, Breckland Council and discuss any items requiring an action – none at time of agenda**

## **18. To receive items for the next agenda**

**19.To confirm date of next meetings**

- a) Parish Council ordinary meeting – 17<sup>th</sup> March 2026 at 7.00pm

**20.To resolve on the moving into a closed session, on the grounds of confidentiality in accordance with the Public Bodies Admissions to Meetings Act 1960 s.1(2)**

- a) To agree the grass cutting quotes for the forthcoming season and to award contract if sufficient quotes received
- b) To consider the Clerk's annual review