

LITTLE ELLINGHAM PARISH COUNCIL

Minutes of the Meeting of the Council held on Wednesday 2nd July 2025 at 7.30pm at Old School Hall, Little Ellingham

In attendance: Cllrs Alex FitzGerald, Peter Griffiths, Jo Shad & Ian James.

Members of the public: 1

Clerk: Miss L Dawson

1. Open Forum – Public Speaking

A resident queried the location of the bus stop flag post being central to the footpath causing an obstruction, to be reported to NCC.

2. Applications for co-option for the 1 vacancy

No applicants.

3. Apologies for absence

None.

4. Register of Interests

None.

5. Minutes

The minutes of the Parish Council meeting held on 7th May 2025 were APPROVED as a true and correct record of the meeting and signed by the Chair.

6. Financial Update

6.1 The Parish Partnership fund for 2026/2027 is open, application deadline is December 2025. It was AGREED to consider additional footpath areas, Clerk & Cllr I James to investigate further.

6.2 The budget expenditure report, and bank reconciliation were RECEIVED.

Little Ellingham Parish Council - Bank Rec 25/26		
Prepared by L Dawson 25/6/25		
Bank Balance @ 1/4/2025	£	4,705.84
Plus Cashbook Income	£	3,971.24
Minus Cashbook Expenditure	£	1,345.37
Plus Payments not yet processed	£	279.06
Minus Income not yet received		
Cashbook Balance @ 25/6/25	£	7,610.77
Bank Balance @ 31/5/25	£	7,610.77
Difference	£	-

6.3 The payments and receipts were APPROVED as presented.

Company	Description	Net	Vat	Gross
Staff Costs	Month 3 – June 2025	£249.28	£0.00	£249.28
Staff Costs	Month 4 – July 2025	£249.28	£0.00	£249.28
Staff Costs	Month 5 – August 2025	£249.28	£0.00	£249.28
TTSR	Invoice 2 of 4 Grass Cutting Services	£210.60	£42.12	£252.72
CAS Insurance	Annual insurance	£315.51	£0.00	£315.51
Unity	Monthly Service Charge 31/5/25	£6.00	£0.00	£6.00
Unity	Monthly Service Charge 30/6/25	£6.00	£0.00	£6.00
ICO	Annual Fee	£47.00	£0.00	£47.00
Microsoft	Annual family 365 subscription (Refund L Dawson)	£87.49	£17.50	£104.99

INCOME				
HMRC	VTR		£72.67	

7. Planning

7.1 Planning applications received from Breckland District Council.

7.1.1 It was AGREED to ratify the response of NO OBJECTION to planning application PL/2025/0662/HOU Site: PL/2025/0662/HOU Proposed new porch (to replace existing storm porch) Magnolia House, 7 The Green, Little Ellingham.

8. Newsletter

8.1 Items for Volume 75, to be published end of August 2025. Footpath map. Bus timetable. Advert for councillor vacancy. Article on LGR and devolution. Article from the Church.

9. Policies & Administration

9.1 The policy review sheet was RECEIVED.

9.2 The Planning Protocol was considered and APPROVED.

9.3 The Disciplinary policy was considered and APPROVED.

9.4 The Equal Opportunities Policy was considered and APPROVED.

9.5 The Grievance procedures were considered and APPROVED.

10. Highways / Roads / Footpaths / Hedges / Trees

10.1 Update on highways reports. It was noted that except for footpath from Oak tree to goose common, all others are impassable due to being overgrown. Cllr I James to report to highways.

10.2 Current dog waste bins, awaiting response for second location. Church avenue dog bin not been emptied chase Environmental Services.

10.3 The SAM2 report was received, no concerns about speeding.

11. Correspondence

11.1 NCC Parish reports from Cllr Edward Connolly, circulated.

12. Pilgrim Foods

No further reports on smell and a litter-pick has been carried out.

13. Items for the next meeting's agenda

13.1 To consider quotes for the tree survey.

14. To confirm date of next meetings, beginning at 7.30pm at Old School Hall

Wednesday 3rd September 2025

Wednesday 5th November 2025

Wednesday 7th January 2026

Meeting Closed: 20:10

Signed:

Dated: