

# **FOULSHAM PARISH COUNCIL**

Minutes of the Foulsham Parish Council meeting  
held on Wednesday 17<sup>th</sup> December 2025 at 19:30 in the New Frost Hall

**Present:** Cllrs Geoff Fearn (Chair), Sharon Stilgoe, Stephen Atkinson, Jill Duck, Colin Ferris and Clive Taylor.

**Locum Clerk:** Miss Laura Bateman

**County Councillor:** Cllr Greg Peck

**District Councillor:** Apologies Cllr David Thomas

**Members of the public present:** 2

The meeting opened at 19:30

**1. To receive and consider apologies for absence**

Cllr Michelle Carrick, Cllr Dave Thomas (Broadland & South Norfolk District Council)

**2. To record declarations of interest and approve any requests for dispensations**

Cllr Duck declared an interest in item 8.1.i.

**3. Public Participation**

A member of the public confirmed that the Pavilion was in an extremely poor state and it would take a lot to get it brought up to a usable standard. There is a white unit behind the pavilion that could be a potential fire hazard and may not be covered by the Parish Council's insurance. The Clerk will check with the insurers and consideration will be made to moving the unit if needed. **ACTION Parish Clerk**

Cllr Thomas had contacted them to offer some no dog fouling signs and it was suggested some new no cycling signs on the walkway on Bexfield would be useful. There was a new dog waste bin available if the Parish Council needed one.

**4. Report from District and County Councillors**

Cllr Peck informed the meeting the mayoral elections in 2026 had been postponed by the Government due to the local authorities needing more time to prepare, however he stated that the local authorities were ready. The elections were now due to take place in 2028. The Local Government Reorganisation was still taking place and a public consultation was currently active until 11<sup>th</sup> January 2026. He had placed an article in Reepham Life expressing his views.

County Council elections will take place in May 2026.

Cllr Peck confirmed he had no funding available to put towards the pavilion refurbishment but encouraged the council to apply to the newly elected member as soon as the results of the elections were known in May (3550 - £2.5k available). He encouraged the use of crowdfunding to raise the rest of the money needed.

## **5. Minutes**

The minutes of the meeting held on 19<sup>th</sup> November 2025 were unanimously approved and were signed by the Chair.

## **6. Matters Arising**

**6.1** The cutting of the hedge on Sneck Lane still had not been completed. The Clerk would contact Leeroy Services to follow this up. **ACTION Parish Clerk**

**6.2** Cllr Stilgoe and Cllr Atkinson would take a look at the two trees with possible maintenance requirements and feedback to the next meeting.

**ACTION Cllr Stilgoe & Cllr Atkinson**

**6.3** The Clerk confirmed the disused Portaloo had been removed.

## **7. Other matters:**

**7.1** It was agreed that due to the high cost of the Pavilion refurbishment that the project would be postponed until funding was available in May. Whilst consideration was given to making the building watertight until further work can be carried out, it was agreed that the cost to the Council was too much.

**7.2** The Workhouse Farm written tenancy could not be located, although there are files at New Frost Hall that may contain it. Any management of the tenancy must adhere to the relevant legislation depending on the type of tenancy in place. Efforts will continue to locate the tenancy in order to progress this matter forward. **ACTION Cllr Fearn & Parish Clerk**

The Clerk had found an email pertaining to Sandpit Lane being owned by the church. The Clerk would investigate this further. **ACTION Parish Clerk**

**7.3** It was agreed that the Clerk would obtain two further quotes for the ground maintenance contract 2026 and a decision would be made at the next meeting.

**ACTION Parish Clerk**

**7.4** Two new locations had been added to the Memorandum of Understanding, outside Morgan's Garage and also at the bus stop on Guist Road.

Cllr Atkinson would arrange for a demonstration on how to download the data and the Council's mobile phone could be used to complete this task going forward.

**ACTION Cllr Atkinson & Parish Clerk**

**7.5** The quote to remove the rubbish from the recreation ground was agreed. Proposed Cllr Duck, seconded Cllr Ferris, all in favour. It was also agreed that funds from the Broadland District Council Account could be used to cover this, the Clerk will investigate this option.

**ACTION Parish Clerk**

## **8. Planning**

**8.1** The following planning applications were considered:

i. **2025/3655** There were no comments made

ii. **2025/3665** There were no comments made

**8.2** The approval of tree works application 2025/3457 was noted

## 9. Finance and Governance Matters

9.1 The following dates for 2026 meetings were agreed:

28th January

4th March

15<sup>th</sup> April

20th May (7pm - Annual Parish Meeting followed by Annual Parish Council Meeting)

1st July

19th August

23rd September

4th November

16th December

9.2 It was agreed that the Clerk would look into the cost of the Council having a .gov.uk email account and also a legally compliant website. **ACTION Parish Clerk**

9.3 It was unanimously agreed that the Foulsham Parish Council Standing Orders were adopted.

9.4 It was unanimously agreed that the Foulsham Parish Council Financial Regulations were adopted.

9.5 It was unanimously agreed all the payments due at Appendix D were to be paid.

9.6 The precept for 2026-27 was agreed at £17,750 which should keep the amount paid per household the same as the previous year. Proposed Cllr Ferris, seconded Cllr Taylor, all in favour.

## 10. Correspondence

10.1 The Government's public consultation on Local Government Reorganisation was noted.

## 11. HR Matters

The draft employment contract for the Clerk was agreed.

## 12. Matters for the next agenda & AOB

- Cllr Carrick had been approached to be a committee member of the New Frost Hall Management Committee, which was happy to accept if there were no objections.
- The Clerk will investigate the location of the dog bins in the village and make enquiries into who pays for them to be emptied. **ACTION Parish Clerk**
- The Clerk will contact M W Whites regarding the disused paper recycling bank that had not been collected yet. **ACTION Parish Clerk**

**Meeting closed at 21:09**

The next meeting is scheduled for 28<sup>th</sup> January 2026 at 19:30

**Signed:** \_\_\_\_\_ **(Chair)**      **Date:** \_\_\_\_\_

Locum Clerk: Laura Bateman

Email: [foulshamparishclerk@live.co.uk](mailto:foulshamparishclerk@live.co.uk) 17<sup>th</sup> December 2025