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SEDFORD PARISH COUNCIL MINUTES 20th MAY 2026

1. Welcome by the Chair.
2. The Public Session: See below
3. Present: Cllr Crump, Cllr Ward, Cllr Clark, Cllr Wilce and Cllr Miller.
 Apologies: Cllr Maddox, Cllr Coleman, NCC Cllr Costley and Borough Cllr Parish.
 Absent: Borough Cllr Jamieson and County Cllr Chenery
4. To receive declarations of interest on agenda items – None.
5. Confirmation of the minutes – Parish Council Meeting April 15th 2026 proposed by Cllr Miller, seconded by Cllr Clark and agreed by all.
6. Matters arising:
 - 6.1 Speeding – At the last meeting it was agreed that there is a regular issue with traffic speeding through the village at weekends, especially motor bikes. Councillors discussed ways to try and reduce this issue. A resident had suggested that Sedgeford Lane, running from Snettisham Road to Inmere Farm, could be redesignated to exclude non-farm motor vehicles. This was discussed by councillors, who felt that closing the track between Sedgeford and Inmere to all but farm vehicles would not be fair to the majority of responsible users just because of the behaviour of a few irresponsible ones. It would also involve a long and protracted process, which would likely receive a lot of opposition from countryside organisations. Another resident expressed concerns. Cllr Clark suggested a day of speedwatch 8am-8pm on a Sunday. Other Councillors thought this would be a good idea as long as sufficient volunteers could be found from the speedwatch team. Cllr Clark will make enquiries. This item will be on the agenda again in June and the Clerk has been asked to invite the local police to discuss the situation.

As the Annual Parish Council Meeting had finished early, this meeting also started early. At 7.00pm a member of the public arrived and the public session was started.

The Public Session: A resident attended to discuss planning application 26/00265/F: Proposed Self-Build Bungalow Following Sub-Division of Site and Demolition of Existing Detached Garage at 10 Goodminns Estate which has been refused by the Borough Planning Department and subsequently appealed to the Secretary of State. The resident discussed their concerns regarding the proposed development, most of which related to access and parking issues. The resident wishes to submit a further comment to the Planning Inspector who will be making the final decision on the proposed development. Councillors suggested that the resident speak to her neighbours but also the management of the residents' association, as the road around the estate is a private road and there may be particular restrictions. The resident thanked councillors for their suggestions and time and left the meeting at 7.15pm

6.2 Former School (S106 Agreement awaited)

6.3 River Heacham –Anglian Water have advised that owing to an unavoidable delay with their contractors, the River Heacham walkover in Sedgeford has had to be postponed. Every effort is being made to ensure that the delay is kept to a minimum and Anglian Water will keep us advised.

6.4 Broadland – The Clerk has approached Broadland for an update. Meanwhile, the Rural Housing Enabler has asked that the Parish Council review the draft Housing Needs Survey questionnaire prior to it being circulated. Cllrs Crump and Maddox have kindly agreed to review the document.

6.5 Churchyard liabilities – The Borough Council have written to the Church Warden to try to arrange a site visit, however, the Churchwarden has advised that the Parochial Church Council would like to put this matter on hold for the time being. The Church will be in contact when they are ready to proceed. The Clerk has requested that the church provide plenty of notice to both the Borough Council and Parish Council so that all the necessary processes and procedures can be followed.

6.6 Insurance – The Clerk has received the renewal quote from Clear Insurance Management Ltd at £636.88, only £10.63 more than last year. This compares favourably with a quote obtained from Zurich Insurance of £884.42 – 1-year or £815.87 – 3-year. Cllr Clark proposed renewing our insurance with Clear for 2026.2027. This motion was seconded by Cllr Wilce and passed unanimously.

6.7 Snettisham Road Speed Limit – As requested the Clerk contacted NCC Highways regarding the possibility of extending the 30mph limit zone. The Highways Engineer for our Area advised “the change of speed limit process is potentially a 2-year process that will cost around £15,000 involving a full public consultation and Traffic Regulation Order. The area in question would need to align with Norfolk’s Speed strategy also. [Speed limits - Norfolk County Council](#). There is no funding for changes of this nature. The only exception would be where an immediate or significant safety issue or history of accidents is present. Which I doubt the threshold is met in this instance”. Councillors discussed this response and asked the Clerk to explore with Highways alternative ways of slowing traffic – repainting white lines, painting slow signs on the road, installing warning signs re: turning to properties off Snettisham Road, additional warning signs at SHARP corner.

6.8 Replacement Battery and locks for Speed Sign – Received and paid for.

6.9 Quarterly Risk assessments

Cemetery, Washpit and Council Property – Cllr Ward advised that all checks were up to date and all appeared to be in order.

6.10 Parish Partnership Scheme—£1922.50 received 15.05.26.

7. Standing Agenda Items:

7.1 Police Report – circulated by the Clerk as and when received. The Clerk confirmed he had invited the local police to this meeting.

7.2 Footpath Warden Report – circulated.

7.3 Village Hall Rep Report – Cllr Ward advised that the new fence has been erected to protect the gym equipment. The £500 grant received from Tesco's has been used towards the purchase of a picnic table with an integrated activity board for children. This will be installed shortly.

7.4 Meetings Attended written/verbal – Cllr Crump attended the Norfolk Association of Local Councils AGM and provided a report to Councillors- About 35 – 40 people attended, including parish councillors, clerks, NALC board members and staff. As on previous networking events there were many issues where attendees shared concerns, ranging from location of housing, use of CIL funds and provision of public transport through to biodiversity requirements, wellbeing opportunities and LGR asset transfer.

Throughout, there was strong emphasis from all main speakers on ways in which parish and town councils could benefit from current and proposed changes in local government. There are opportunities for PCs to take on additional responsibilities and, where appropriate, to increase their precept to fund specific projects.

Michael Gurney explained the role of the Lord-Lieutenant, including the value of their 'Honours' system as a way of supporting volunteering. He reminded us that their office is non-political and unpaid. They have recently appointed 3 new deputies. One is Thomas Coke (Holkham). 'Mindful Norfolk' is one of the projects they support.

Madeleine Ashcroft (Chair) introduced the new NALC Board and gave a brief report. A new Vice Chair was proposed and agreed, and a volunteer co-opted to fill a vacancy.

The 2026 business plan shows increased fees for PCs when compared with those in the 2025 plan. This is due to increases in insurance premiums, IT costs and the appointment of new staff including Alba Colbas, Marketing Officer, part of whose task is to increase income.

The IT presentation on continuity and resilience was useful, pointing out ways PCs can ensure they are not at risk of losing data or access to their data.

Joolz Thompson was very enthusiastic about 'Community Climate Action', referring to various projects where active engagement and volunteering had led to opportunities for funding and for significant savings for the local community.

The final speaker, Justin Griggs from the National ALC, was scheduled to talk about LGR asset transfer opportunities but also gave a very good overview of the broader national context.

Cllr Crump also attended the virtual meeting regarding events to be held at Sandringham Estate. She advised that much of the meeting was taken up with discussion of traffic management around the RHS Show at Sandringham, 22 - 26 July. They are planning to have a 20mph speed limit from 7.00am to 16.30pm on the A149, A148 and the Fakenham - Kings Lynn Rd.

Arrangements for parking seem clear and they stressed that parking in the main carpark for those attending the show would be free. There will be coaches from KL station to the Show and the regular bus service will continue. Buses and coaches will be able to turn right. Cllr Parish pointed out that, during this week, local people going to work, attending hospital etc could take up to 2 hours longer than usual - and the initial response from organisers seemed to be that they should just take account of this when planning their journeys. Cllr Crump pointed out that there was likely to be an increase in traffic using the back lanes through villages (e.g. Sedgeford, Ingoldisthorpe etc) to avoid the traffic - and the speed limits. At least the organisers at Sandringham Estate are now aware of our concerns.

7.5 Clerks training written/verbal – None.

7.6 Councillors training written/verbal – None.

8. Planning matters:

8.1 applications – 26/00644/F -Siting of welfare facilities for SHARPs digging season in the form of self-contained showers housed in a 6.1m container at woodland opposite main campsite, The Boneyard, off Snettisham Road. Councillors had discussed this application which was very similar to one in 2024. Cllr Clark proposed that the application be supported provided a condition is imposed that should the archaeological dig finish all buildings and infrastructure must be removed and the ground returned to agricultural use. This was seconded by Cllr Miller and agreed by all.

8.2 Planning outcomes – 26/00203/F Garage store designed for motorcycles at Enderlyne, 2 Mill View - Application Permitted - 28 April 2026 - Delegated Decision.

26/00265/F - SELF BUILD: Proposed Self-Build Bungalow Following Sub-Division of Site and Demolition of Existing Detached Garage - 10 Goodminns Estate - Refused – 02.04.26 – Delegated decision – Appealed to the Secretary of State. The Clerk explained that the Secretary of State has accepted the appeal and, with the agreement of the appellants and the Borough Council has decided to determine the matter on the basis of written representations submitted by both parties and a site visit by an Inspector. Any comments already made in connection with the original application for planning permission will be sent to the Planning Inspectorate and copied to the appellant and will be taken into account by the Inspector when deciding the appeal.

To consider plans since publication: None.

9. County Councillor update: None.

10. Borough Councillors update: None.

11. To approve accounts and payments this month:

11.1 Approval and payment of invoices: Proposed by Cllr Clark seconded by Cllr Miller and agreed by all.

Name	Business	Net	VAT	Gross	Recoverable VAT
K and M Lighting (STO)	Street Lighting Maintenance May	16.17	3.23	19.40	All
Npower (DDR)	Street Lighting Electricity May	53.80	2.69	56.49	All
Currys (DDR)	Laptop Cover	8.60	0.00	8.60	None
Stuart Large (STO)	War Memorial Maintenance	72.00	0.00	72.00	None
Nurture Landscapes	Grounds Maintenance Apr	386.66	77.33	463.99	All
Parish Clerk	Payment May (See Log)	0.00	0.00	0.00	None
HMRC	May (See Log)	0.00	0.00	0.00	None
Parish Clerk	HP Ink	5.41	1.08	6.49	All
Clear Insurance Management Ltd	Insurance Renewal	636.88	0.00	636.88	None
NALC	Annual Subscriptions	189.55	0.00	189.55	None
Jo Raby	Internal Audit	58.00	0.00	58.00	None

Payment in blue, previously authorised and made via BACs between meetings.

11.2 Financial Statements for Apr 2026- issued during month. Noted

11.3 Approval of the Internal Auditors report – Proposed by Cllr ward, seconded by Cllr Clark and agreed by all.

11.4 Approval of the Governance Statement– Proposed by Cllr Clark, seconded by Cllr Ward and agreed by all.

11.5 Approval of the accounts 2025/2026– Proposed by Cllr Miller, seconded by Cllr Wilce and agreed by all.

11.6 Review of the Internal Auditor – As agreed in May 2024 we have continued to use Jo Raby to carry out this year's Internal Audit. We have now used her for 4 years and it was agreed that the Clerk will research the fees charged by alternative auditors.

11.7 The Clerk advised that he has submitted the Annual Community Infrastructure Levy (CIL) Report for 2025.2026 showing a nil balance as no funds were received and no funds carried over. The Clerk reminded Councillors that a previous overpayment by KLWNBC means that £2,331.64 will be with-held from future payments due to the PC.

12. Correspondence, to consider any correspondence/communication received:

12.1 Seagulls complaint – The Clerk has received an email from the resident complaining about the seagulls asking that it be put on record that in her opinion the church is side stepping the issue and it still remains a problem.

12.2 Demographics query – The Clerk received a query from a member of the Village Hall Committee (VHC) asking if he had up to date demographic data on the village residents. The VHC wish to ensure that they try to meet the needs of residents and that any money spent is directed to the appropriate areas. The Clerk carried out some research, with the help of Borough Councillor Parish and a helpful Borough Council Officer and has found the following information, which has been shared with the VHC: Number of houses in the village - There are 312 domestic dwellings shown in the 2026 council tax list plus 23 properties classed as self-catering accommodation in the Business Rates list; Number of second/holiday homes in the village - There are 52 second homes in the 2026 council tax list plus 23 self-catering properties in the Business Rates list. This equates to 75 properties with no permanent occupants - 22% of properties in the village; Number of homes with only 1 resident - There are 67 single adult households in the 2026 council tax list. This equates to 21.5% of domestic properties; Number of residents in the village - At the time of the 2021 census there were 509 residents in the village; Number of under 16s residing in the village - At the time of the 2021 census there were 66 children aged under 16 residing in the village; Number of residents in the village between the ages of 16-64 - At the time of the 2021 census there were 279 people residing in the village in this age group; Number of residents in the village over the age of 65 - At the time of the 2021 census there were 164 people residing in the village in this age group.

12.3 Local Government Reorganisation (LGR) – The Clerk received an email from the Borough Councillor for Brancaster, Tom de Winton, advising that under the LGR, Sedgeford, along with Docking and Fring, is likely to move into a new Brancaster and Docking Ward. This Ward also includes, Brancaster, Brancaster Staithe, Titchwell, Ringstead, Holme, Thornham, Choseley and Old Hunstanton. Councillors will discuss this matter at the next meeting.

13. To consider any Correspondence received after publication:

13.1 Local Plan Consultation - Parish and Town Councils – Consultation on the new Local Plan will open soon and the Plan will be discussed at the planning update sessions in June which Cllrs Crump, Maddox and Miller are attending.

13.2 The Clerk has received a request from the Mobile Post Office to publicise its service. The following article will be put in this month's newsletter: The Mobile Post Office calls at the VILLAGE HALL CAR PARK on MONDAYS, TUESDAYS & THURSDAYS 14.15 – 14.45. Matt & Suzi would be delighted to welcome all on board! They provide all postal services for Royal Mail and Parcelforce including Drop 'n' go; Cash withdrawals; Cash deposits for personal or business accounts; Change

giving for businesses; Cheque Deposits; Bill payments; Phone top ups; Balance checks for all high street banks; Redeem the Governments energy coupons. Withdraw pensions. Also on board, they have a great selection of stationery, cards, sweet treats, bakery goods and much more, all able to be pre-ordered. They also offer dry cleaning services. USE IT OR LOSE IT!! Occasionally there may be a reason why the van does not arrive. If you are waiting for the van and it is late, please ring Massingham Post Office on 01485 520272 to speak to the store or contact Matt directly on 07814554344. This number is also available on the noticeboards outside the Village Hall. Follow on Facebook & Instagram and leave a review on Google.

13.3 Norfolk County Council (NCC) have announced a new funding opportunity for the 2026/27 financial year to support the installation and refurbishment of bus shelters within town and parish council areas. The Clerk has been in contact with NCC and Lynx Buses to discuss this possibility. Cllr Clark proposed that the Clerk be authorised to explore this opportunity as long as there is minimal financial outlay from the Parish Council and that the majority of the funding is via grants. This was seconded by Cllr Miller and agreed by all.

13.4 Nurture Landscapes increased fees – The Clerk received an email back dating a 6% rise in grass cutting fees to 1st April for the current cutting season. The Clerk strongly challenged this increase as the fees agreed in December 2025 already included an 8% rise for this season. Nurture subsequently agreed to honour the fees previously agreed and will not implement the additional price rise.

14. Any other business (for information only) and any items to carry forward to next month for the decision of the council: The Clerk wished to thank Cllr Clark for strimming the grass under the handrail opposite the King William IV.
15. Any further public contributions to the meeting – None.
16. Proposed Date of Next Meeting –17th June 2026 at 7.00pm.
17. Close – 8.10pm.