

FRANSHAM PARISH COUNCIL

Minutes of a meeting of Fransham Parish Council held on Tuesday 18th November 2025, at 7.00pm in the Village Hall.

Present: Cllr Richard Watts (Chair)
Cllr Emma Spratt
Cllr Jessica Jones
Cllr Peter Howells
Cllr James Sheringham
Cllr Andrew Lake

Sheryl Irving (Clerk)

1. Welcome and apologies for absence.

The Chairman welcomed everyone to the meeting. Apologies received from Cllr Taylor were approved. Apologies were also received from County & District Cllr Mark Kiddle-Morris.

2. To receive any declarations of interest.

There were none received.

3. To approve the minutes of the meeting held on Tuesday 16th September 2025.

Cllr Howells proposed that the minutes be accepted as a true record of the meeting, this was seconded by Cllr Jones and unanimously agreed by Council. The Chairman duly signed the minutes.

4. To receive County/District Councillor reports.

The Cllr had circulated written county reports; no matters were highlighted by Council.

5. Open Forum for Public Participation.

There were no members of the public present.

6. Highway Matters.

a) To receive updates in respect of issues previously reported.

- New Gate on Footpath 6 (Station Road) – Highways are investigating to see if there is a valid reason for the gate – this item will be removed from the agenda until Highways make a decision.
- Loose drain covers on A47 – reported to National Highways.
- Grit Bin on Crown Lane – Highways have been requested to refill.
- Pothole and Grass Verge on land at Crown Lane – investigations have revealed that responsibility lies with Flagship/Residents.

- SLOWS – Council noted that at least one has been painted and checks will be made on the others.
- Hedgerow opposite trod on Station Road – reported to Highways and letter sent to landowners.

b) To receive an update on requests to National Highways for a pedestrian crossing and an extension of the pavement from Spicer's Corner.

Council agreed that this matter should be chased up in the new year.

7. Planning Matters.

a) New Applications.

There were no new applications to consider.

b) Decisions Due.

Council noted the following application has been refused.

- PL/2025/1430/FMIN - Barn Off Station Road Station Road, Great Fransham - resurrection of a previously existing brick & tile single storey calf house.

No decisions have been made on the following applications.

- PL/2025/0998/FMAJ – land at Dykewood Farm, Beeston - proposed construction of ground mounted solar panel arrays and associated infrastructure.
- PL/2025/1312/FMIN – The Cottages, Drury Square, Beeston - proposed change of use of land for the stationing of 3No mobile homes for residential use, a proposed day room ancillary to that use as well as 3No touring caravans, hardstanding and parking areas as well as refuse storage area.

c) To consider any response to the Breckland Local Plan consultation.

Council noted that the site adjacent to Lime Tree Crescent has been included in the plan with approval for ten dwellings. It was agreed not to submit any further comments.

d) To receive an update on the Planning Enforcement matter.

Council noted that permission was not required for a new entrance on an unclassified road. Advice will be sought as to whether permission is required for new signage on the A47.

8. To receive an update regarding the proposed local solar farms and any update from the George Freeman, MP, solar farm steering group.

Council noted that the proposed sites are awaiting connections to the National Grid. Cllr Jones will attend a solar farm presentation next week.

9. To receive a report and to consider any issues arising from the regular inspections of council assets.

The Chairman reported that all is in good order.

10. To receive an update regarding the plaque on the Village Sign and to consider new plaques for the bus shelters.

There was no update in respect of this matter.

11. To receive an update regarding the installation of a second defibrillator in the village.

Council continues to await the reopening of the Canary & Linnet to progress this matter.

12. To receive an update regarding improvements to the appearance of the village.

Council noted that a permit is required to plant flowers on highway verges. It was agreed that bulbs may be preferable to wildflowers and members will consider suitable locations for the next meeting.

13. To consider any action to improve phone coverage in the village.

Cllr Lake reported that there had been a medical emergency during the recent unplanned power cut and no phone signal had been available. Council agreed to urge District/County and the local MP to take action on this issue.

14. To note the meeting dates for 2026.

The meeting dates for 2026 were noted.

- Tuesday 20th January
- Tuesday 17th March
- Tuesday 19th May (Annual Parish (6.30pm) & Annual Council Meetings)
- Tuesday 21st July
- Tuesday 15th September
- Tuesday 17th November

15. Finance & Governance Matters.

a) To receive a financial report for the year ending 31st March 2026.

The financial report (attached) was noted.

b) To consider approval of a Lone Working Policy.

Cllr Watts proposed approval of the policy, this was seconded by Cllr Sheringham and unanimously agreed by Council.

c) To consider approval of the budget and set the precept for the year ending 31st March 2027.

Council considered the budget and noted the increasing costs and a possible spend for the extension of the trod. Cllr Lake proposed approval of the budget with a precept of £6,500 for the year ending 31st March 2027, this was seconded by Cllr Watts and unanimously agreed by Council. This increase will result in an annual increase of £1.37 for a Band D property.

d) To consider approval of the following payments and note any receipts.

Cllr Howells proposed approval of the following payments, this was seconded by Cllr Lake and unanimously agreed by Council. The receipts were noted.

PAYMENTS

P14	Norfolk PTS – 2 x Induction Training for Cllrs	£156.00
P15	Grass Contractor – 2025 payment	£1,372.00
P16	Bus Shelter Clean	£100.00
P16A	SLCC Membership (Clerk)	£24.70
P13	Clerk – Salary & Allowance (October)	£154.35 (SO)
P13	HMRC – PAYE	£36.00
P17	Clerk - Salary & Allowance (November)	£154.15 (SO)
P17	HMRC – PAYE	£36.20

RECEIPTS

R3	Breckland Precept (2 of 2)	£3,000.00
	Bank Interest	£25.80

16. Correspondence for circulation.

There was no correspondence for circulation.

17. To receive any new items for the next meeting.

No new items were received for the next meeting.

18. To note the next meeting of Fransham Parish Council will be held on Tuesday 20th January 2026, at 7.00pm in the Village Hall.

The date of the next meeting was noted and the Chairman closed the meeting at 7.32pm.

Signed:

Date:

FRANSHAM PARISH COUNCIL - YEAR ENDING 31ST MARCH 2026
FINANCIAL REPORT - NOVEMBER 2025

BUDGET UPDATE	Actual	Budget	To	%
	2024/25	2025/26	Date	Spend
PAYMENTS*				
Admin	1,063	1,487	939.01	63%
Salary	2,063	2,199	1,442.84	66%
Maintenance	215	150	-	0%
Grass Cutting	1,734	1,764	1,764.00	100%
Bus Shelters	300	520	350.00	67%
Donations	100	50	-	0%
TOTAL	5,475	6,170	4,495.85	
RECEIPTS				Received
Precept	5,750	6,000	6,000.00	100%
Bank Interest	130	20	51.69	
Recycling	-	40	10.82	27%
HMRC	-		-	
TOTAL	5,880	6,060	6,062.51	
SURPLUS/DEFICIT	-	110.00	1,566.66	

Bank Balance at 01.04.2025	9,044.24
Plus Receipts at 31.10.2025	6,187.49
Less Expenditure at 31.10.2025	2,490.80
	12,740.93
Balance at 31.10.2025	
Community Current Account	4,977.77
Business Savings Account	7,799.16
	12,776.93
Plus any outstanding receipts	-
Less any outstanding payments	36.00
	12,740.93
including:	
Highway Reserves	2,026.00
GENERAL RESERVE	10,714.93

*includes payments awaiting authorisation at this meeting as listed on the agenda.