

## **MINUTES** of the Parish Council Meeting

Meeting held on Tuesday 21<sup>st</sup> October 2025 at 7:30pm at Barford Village Hall

**Members:** Cllr Keith Waldron (KW) [Chair]  
Cllr Jeremy Hyam (JH) [Vice Chair]  
Cllr Sandra Betts (SB)  
Cllr David Evans (DE)  
Cllr Sara Harrold (SH)  
Cllr Ian Irving (II)

**Present:** KW, JH, SB, SH, II  
Teresa Copping (TC) (Clerk)

**In attendance**

Cllr Margaret Dewsberry (MD)  
Cllr Richard Elliot (RE)

The meeting opened at 7.30pm

**1. To receive apologies**

Apologies had been received from DE

**2. Adjournment for Public Participation and reports from County and District Councillors**

The Chair closed the meeting at 7.31pm.

MD had submitted a report which had been circulated to councillors in advance. RE had nothing of significance to report but indicated he would like to discuss potential funding at item 14 the neighbourhood plan.

**3. Co-option onto the council to fill vacancy to represent the Barford Ward.**

No expressions of interest had been received.

**4. To record declarations of interest and requests for dispensation.**

None

**5. To record and approve the minutes of the last meeting.**

The minutes of the previous meeting had been circulated with the agenda. SB proposed approval of the minutes SH seconded and all were in favour.

**6. Matters arising from the minutes of the last meeting**

None

**7. Correspondence to receive and to agree any response.**

The PC discussed the invitation to respond to consultation from NCC regarding Property Flood Resilience. The PC agreed that no response would be given.

**8. Planning responses to agree**

The PC had a full discussion about the process and timeline involved with the planning

inspectors review and hearings related to the VCHAP submitted by SNDC. The PC agreed they are willing to be the common representative of all local residents and that they would register their intention to submit a formal response and be present at the appropriate hearing. The Clerk was asked to formally advise the programme office before the deadline of this decision. The planning committee, together with the Neighbourhood Plan Steering Committee will meet ahead of the next meeting to draft a formal response.

The Chairman closed the meeting at 7.50pm.

RE expressed his interest in being party to any discussion about VCHA given his extensive knowledge and experience of the impact on other communities near to our parishes and their proposed responses.

The Chairman opened the meeting at 7.56pm.

KW proposed that RE be invited to the next NP/Planning committee meeting JH seconded and all were in favour.

## **9. Finance**

KW reviewed and agreed the most recent accounts reconciliation and the latest bank statement.

The PC reviewed the current year's performance against budget and the implications for next years precept. There was a strong preference for keeping the precept increase to 5% even if this would require a slower increase in reserves than that which had been agreed last year. A revised proposal will be presented to the November meeting for sign off.

Payments totalling £398.58 were proposed by KW seconded by II and unanimously approved.

## **10. Proposal to move to gov.uk domain and managed Website service.**

II proposed that the PC and Councillors should move to gov.uk email addresses and that we should move to a managed website provider to ensure compliance with AGAR Assertion 10 and GDPR. SB seconded and it was unanimously agreed. The clerk will investigate both NALC and one other provider prior to the next meeting.

## **11. Flooding Issues.**

KW proposed that we should write to both the environment agency and highways to seek clarification on how we can ensure that our rivers/waterways are in a state that will ensure no flooding of our roads. II seconded and all were in favour.

## **12. Asset Register**

II advised the PC that two willing volunteers would shortly install the new notice board.

The clerk will investigate a new laptop prior to the next meeting.

## **13. Highways issues to review and record.**

The clerk advised the PC of a recently received email from a local resident expressing concern about the increase in the volume of traffic driving at unsafe speeds through the village as a result of the A11/A47 roadworks. The PC were themselves concerned about the increase in traffic, the lack of any mitigation and the hazardous behaviour of some drivers. KW proposed that a letter should be sent to Highways requesting a review of traffic volumes/speed and consideration of the temporary use of traffic calming or other mitigation. It seconded and it was unanimously agreed.

#### **14. Neighbourhood Plan Update.**

JH updated the PC that the next meeting of the steering group will concentrate on two issues funding and the response to the VCHAP planning inspector submission.

The Chairman closed the meeting at 8.44pm.

RE advised the PC that a proposal will go to the November SNDC cabinet meeting which if adopted could result in funding, equivalent to that which had previously been available from central government, would be made available to groups that are developing neighbourhood plans.

The Chairman opened the meeting at 8.48pm

#### **15. Wramplingham War Memorial Progress**

SB to visit the archives in the coming weeks.

#### **16. Review of Annual Work Plan**

Nothing to report.

#### **17. Appointment of Clerk and RFO**

KW advised the committee that the following a vigorous process the HR committee had identified a strong candidate for the role and all references had been received. KW proposed the appointment of Jimmy Miller as clerk and RFO, SH seconded and it was unanimously approved.

To facilitate a smooth transition from January 2026 the PC will meet on the first Tuesday of each month.

**The next meeting will take place on Tuesday 18th November 7.30pm in Barford & Wramplingham Village Hall.**

The Chairman closed the meeting at 8.59pm.