

THE MINUTES OF LYNG PARISH COUNCIL MEETING HELD ON WEDNESDAY 18th JUNE 2025 STARTING AT 7.30PM IN THE VILLAGE HALL.

Present: Cllr Steve Davies (Chair), Cllr Helen Young, Cllr Niul Hatcher, Cllr Steve Wright
Parish Clerk - Jo Boxall and 3 members of the public

1. APOLOGIES FOR ABSENCE

Apologies for absence received from Cllrs J. King and K. King who were away. The notice of vacancy following the resignation of Tom Gittins has been published.

2. DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS

No declarations of interest were received.

3. MINUTES

Minutes of the Annual Parish Meeting and Annual Parish Council Meeting held on 21st May were unanimously **AGREED** as a true record as proposed by Cllr Wright, seconded by Cllr Davies. Minutes were duly signed.

4. INFORMATION ON MATTERS ARISING – To receive information on any Matter Arising from the Minutes not listed elsewhere on the agenda.

All matters were covered elsewhere on the agenda.

5. TO RECEIVE REPORTS FROM DISTRICT AND COUNTY COUNCILLORS AND POLICE

Neither District Councillor G. Bambridge, County Councillor B. Borrett nor the Police were in attendance. Reports received electronically were circulated to Councillors.

6. TO ADJOURN THE MEETING TO ALLOW MEMBERS OF THE PUBLIC TO SPEAK ON AGENDA ITEMS

A resident raised concern about bonfires on the allotments given the dry weather.

7. SAM2 & COMMUNITY SPEED WATCH

No update was received regarding the SAM2 as Cllr King was absent, Cllr Davies confirmed that no community speed watch sessions had been held as road closures continued.

8. TO RECEIVE UPDATE REGARDING VILLAGE PROJECTS

No update was received.

9. PLAY AREA / PLAYING FIELD

To receive update and approve further action as necessary.

Eco chippings has been ordered. Cllr Wright confirmed that the play area was going to need 6 x 12ft planks for the surround. It was agreed that Cllr Young and Cllr Wright would arrange the purchase of the wood. It was acknowledged that the surround would need installing before the eco chippings and the membrane needed to be pinned down. The play area remained closed.

To receive information on CCTV and approve further action

No further information was received regarding the installation of CCTV. As there was already CCTV at the village hall, future consideration to include another notice raising awareness of the presence of CCTV / dummy camera.

10. PERMISSIVE FOOTPATH – To approve further action to encourage people to stick to the path.

It was confirmed that members of the public are cutting across the field where crops are growing. Following discussion, it was unanimously **AGREED** to put a piece on the Lyng village Facebook page asking residents to be respectful and stick to the advertised path or risk losing the permissive footpath as proposed by Cllr Davies, seconded by Cllr Wright

11. BRECKLAND LOCAL PLAN – To receive update on Village Cluster meeting and approve further action regarding call for sites / future development.

Cllr Young attended the village cluster meeting and gave a brief update. The proposed site in Lyng to comprise of 150 houses which would mean a 44.4% increase in the size of the village. Concern was expressed about the lack of infrastructure – school capacity, no medical facilities, lack of employment opportunities in the village given the lack of public transport. The current road network already struggling with the volume of traffic. It was agreed that Cllr Young would draft a response and circulate to Councillors for approval. Clerk to circulate to Breckland once unanimously approved (via email).

12. TREE SURVEY – To receive tree survey and approve further action as necessary (Tree survey may not be received by the date of this meeting so this item may be deferred to the July meeting)

An email received confirmed that the survey would be carried out on the 18th June, report to be considered at the next meeting.

13. CHURCHYARD / CEMETERY

No update received.

14. ALLOTMENTS

All allotment rent was received. £20 was received in respect of plot 3 as a postage charge was paid (evidence seen). The Council are unsure how this happened as all invoices were posted by hand.

Concern was expressed about bonfires on the allotments given the dry weather. A complaint of smoke from a bonfire on the allotment were received. Cllr Davies confirmed the wording of the allotment agreement;

'Bonfires are permitted only for the burning of materials from the allotment site, i.e. diseased plants and dried-out organic material that will burn without smoke or hazardous residue, between the hours of 15.00 and 19.00. Fires must be attended at all times and fully extinguished before the tenant leaves the site. They must not cause a nuisance to neighbouring residents or tenants.'

As the complaint was dealt with immediately, no further action was required.

15. POLICIES - To review, consider and approve the following policies – GDPR/ Privacy policy & statement and website accessibility

The Clerk circulated drafts for approval. It was unanimously **AGREED** to approve the revised policies as proposed by Cllr Davies, seconded by Cllr Wright.

16. HIGHWAY MATTERS–To receive update / approve further action as appropriate on highway matters - To consider further action regarding request for weight limit on bridge following Highways response.

Highways response was circulated to Councillors and a copy will be published on the website for information. Although Highways confirmed that *'the County Council only has resources to deliver traffic calming schemes where there is an elevated accident record involving pedestrians or cyclists.'* They *'acknowledge that the speed and volume of traffic within villages can adversely affect the quality of life of residents. For this reason we have allocated funding to assist Local County Councillors and Parish/Town Councils provide small scale highway improvement schemes within their community where it is considered a local priority. These measures can include enhanced speed limit 'gateways' and school part time 20mph speed limits with flashing amber signals.'*

It was **AGREED** that Cllr Young should request further information from Highways on the options available.

17. TO RECORD PLANNING ISSUES

a) To consider planning applications

PL/2025/0610/FMIN - Proposed conversion of barns to 3No dwellings, with associated infrastructure and landscaping at Three Bridges Farm Fustwyed, Elsing, Dereham, Norfolk, NR20 3EW

The Council agreed that they had no comment / objection to make with regards to the application.

PL/2025/0796/HOU - Ground and First Floor Rear / Side Extensions at Jasmine Cottage The Street, Lyng

The Council agreed that they had no comment / objection to make with regards to the application.

b) To consider late planning applications

No late planning applications were received.

c) To receive decisions from Breckland District Council

No decisions were received from Breckland District Council.

18. FINANCE

a) To receive financial update & income / expenditure

The balance of accounts as at 31st May 2025 were confirmed as follows; Community account £12664.68

Business Premium account £9004.46. Earmarked reserves £4011.29, Play area £305.26, Memorial bench £654.46. End of year bank reconciliation / budget comparisons were carried out / circulated by the Clerk. The Accounts had been sent to the external auditor for consideration and notice of public rights was published on the website and notice board.

b) To approve payments made and to be made & record receipts

All payments made since the last meeting to date in accordance with the schedule below were unanimously **AGREED**, and receipts noted as proposed by Cllr Davies , seconded by Cllr Hatcher. The refund of VAT £440.86 was received.

PAYMENTS				
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22nd May 2025		Norfolk ALC Annual Membership		£228.48
22nd May 2025		Playdale - balance replacement rope components		£2,388.56
22nd May 2025		Eco chippings - 3 x bags chippings		£1,200.00
29th May 2025		Clear Council insurance		£619.60
29th May 2025		Mrs Jo Boxall - printer ink refund		£53.89
30th May 2025		Mrs Jo Boxall - May salary & exps		£559.06
30th May 2025		HMRC Employers PAYE & NI May		£38.90
FUTURE PAYMENTS				
		Community car scheme Payments - May		£135.50
		Lyng Village Hall - Hall hire 9th April		£18.00
	DD	ICO data protection fee		£47.00
30th June 2025		Mrs Jo Boxall - June salary & exps		£567.04
30th June 2025		HMRC PAYE and Employers NI		£38.90
RECEIPTS				
27 th May 2025		Allotment rent plot 2 (£5 reduced for postage charge)	£20.00	

c) To approve grant payment to Hill & Vale for printing costs

Following discussion, it was unanimously **AGREED** to make a payment of £300 towards the cost of printing the Hill and Vale as proposed by Cllr Davies, seconded by Cllr Hatcher.

19. TO NOTE CORRESPONDENCE, RECEIVE ITEMS FOR INFORMATION & FUTURE AGENDA

Defibrillator – an email was received indicating that the defibrillator had been used and asking for it to be checked. Cllr Davies confirmed that it hasn't been used. Once the unit was confirmed as being ready to go, Clerk to confirm with The Circuit. Future agenda items to include tree survey, Policies, Highways and play area update,

20. DATE OF NEXT MEETINGS – To review and approve future meeting

The date of the next meeting was confirmed as 16th July 2025.

21. TO CLOSE THE MEETING

There being no further business, the meeting was closed at 20.10pm.