

THE MINUTES OF LYNG PARISH COUNCIL MEETING HELD ON WEDNESDAY 22nd OCTOBER 2025 STARTING AT 7.45PM IN THE VILLAGE HALL.

Present: Cllr Steve Davies, Cllr Steve Wright and Cllr Jason King

Parish Clerk - Jo Boxall and 0 members of the public

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr Niul Dillon-Hatcher.

2. DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS

Cllr Jason King declared an interest in matters relating to the allotment for which a dispensation had already been granted.

3. MINUTES

Minutes of the Lyng Parish Council Meeting held on 10th September 2025 were unanimously **AGREED** as a true record as proposed by Cllr Davies, seconded by Cllr Wright. Minutes were duly signed.

4. CO-OPTION OF NEW COUNCILLOR – To receive / consider application/s for new Councillor

No applications for the Councillors vacancies were received. It was agreed that the Council would readvertise the vacancies.

5. INFORMATION ON MATTERS ARISING –

All matters were covered elsewhere on the agenda.

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

Neither County Councillor Borrett nor District Councillor Bambridge were in attendance. Email report received from the County Councillor were circulated electronically. The Police were not in attendance.

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

No members of the public in attendance.

8. SAM2

Cllr King reported that the SAM2 was now positioned on The Street, near shop facing towards The Fox.

9. PLAY AREA / PLAYING FIELD

To receive update and approve further action as necessary.

It was confirmed that play inspections are being regularly carried out. One post on the basket swing needs further monitoring as the post is showing signs of deterioration.

To consider / approve further action regarding target trainer and associated lottery grant application.

No further information was obtained regarding the target trainer. It was agreed to defer further discussion until the Spring.

10. BRECKLAND LOCAL PLAN – To receive update and approve response to proposed housing allocation.

The proposed draft plan was circulated. Lyng has a housing allocation North of Heath Road for 50 dwellings. As it was expected that the next round of consultation would be 6 weeks from 31st October 2025, it was agreed to put on the next agenda for council response. Clerk to recirculate the previous comments as a starting point for further comments. The allocation and consultation to be published on Village Facebook page.

11. TREE SURVEY – To receive update following tree survey and approve quotes received

No further quotes were received. It was unanimously **AGREED** to accept the quote for £1200 as proposed by Cllr Davies, seconded by Cllr King.

12. CHURCHYARD / CEMETERY - To receive update

It was confirmed that the church gate has been mended. The Clerk highlighted a need for a cemetery inspection to be carried out. The Chair and Clerk to arrange date for inspection.

13. ALLOTMENTS –

To receive update and confirm access situation regarding plot 10.

The Council received a query from tenant of plot 10 as she was advised that their plot had been used for access by Plot 3. It was confirmed to the plot holder that there was no access to other plots through plot 10 and plot 3 notified. Following concerns raised by plot 3, that they were not accessing their plot via plot 10 and questioning the source of the information, the Council agreed that unless there was evidence to support a query / complaint, or unless the person raising the complaint did so first hand, in person, no further action would be taken. It was sadly acknowledged that there was a current lack of community spirit on the allotments.

Clerk to send letters to plots holders regarding fencing as it had not yet been moved.

14. POLICIES - To review, consider and approve the following policies – IT Policy, co-option policy and associated documents and public participation policy

It was unanimously **AGREED** to approve the IT Policy, co-option policy and associated documents (unchanged) and public participation policy (unchanged) as proposed by Cllr Davies. seconded by Cllr Wright.

15. HIGHWAY MATTERS–To receive update / approve further action as appropriate on highway matters

Cllr Davies expressed concern about the increase in the level of traffic when Lyng Road reopens, and with traffic unable to access the A47 junction from 2nd November for 5 months traffic may use Lyng as a cut through. It was important to use SAM2 to monitor speed and traffic levels, taking further action as necessary.

16. TO RECORD PLANNING ISSUES

a) To consider planning applications

PL/2025/1512/CLEUD - Application for a Lawful Development Certificate for an Existing Use or Operation or Activity, including those in breach of a planning condition Town and Country Planning Act 1990 (as amended) Occupation of the dwelling known as Springfield in breach of the agricultural occupancy condition 1 of planning permission ML3700 dated 2nd February 1968 at Springfields Collens Green, Lyng, Norwich, Norfolk, NR9 5LH

The Council agreed that they had no comment or objection.

Discharge of Condition 18 on PP **3PL/2020/1134/F** – at Three Bridges Solar Farm Land South of Elsing Road, NR20 3EF – For information only

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.

17. FINANCE

a) To receive financial update & income / expenditure

The balance of accounts as at 30th September 2025 were confirmed as follows; Community account £19007.09, Business Premium account £9034.35, Earmarked reserves £4024.60, Play area £306.27, Memorial bench £654.46. Bank reconciliation / budget comparisons were carried out / circulated by the Clerk. An internal control check had been carried out with no concerns reported.

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 King, seconded by Cllr Wright.

PAYMENTS				
11th September 2025		TTSR Grounds Maintenance invoice 10325		£1400.23
11th September 2025		Community Car Scheme payments – August		£77.75
28th September 2025		MG Fencing - church gate repairs		£600.00
30th September 2025		Mrs Jo Boxall - September salary & exps		£559.06
30th September 2025		HMRC PAYE and Employers NI		£38.90
7th October 2025		Community Car Scheme – September		£176.00
RECEIPTS				
26 th September 2025		Breckland District Council - precept	£13250.00	
FUTURE PAYMENTS				
31st October 2025		Mrs Jo Boxall - October salary & exps		£559.06
31st October 2025		HMRC PAYE & Employers NI		£38.90

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

It was confirmed that the Council had been awarded a grant of £400 for the upkeep of the play area from Lyng Fling. Thanks were extended to them.

Breckland Kick start scheme were considering a scheme for younger users – The car scheme coordinator had expressed concern about extending the scheme due to the lack of drivers and the amount per mile (45p) being paid which he felt no longer covered the driver's expenditure. The Council supported the concerns raised and would respond accordingly.

19. DATE OF NEXT MEETINGS – To review and approve future meetings

Following discussion, the date of the next meeting was confirmed as Wednesday 3rd December 2025 (precept meeting). Further meeting provisionally agreed as 11th February, 11th March, 8th April, 6th May (annual meetings).

20. TO APPROVE EXCLUSION OF THE PRESS AND PUBLIC UNDER THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 DURING DISCUSSION OF AGENDA ITEM 21.

It was unanimously **AGREED** to approve the exclusion of the press and public under the public bodies (admission to meetings) Act 1960 to enable discussion of the Clerks review / salary considerations as proposed by Cllr Davies, seconded by Cllr King.

21. TO REVIEW PERFORMANCE, REVIEW / APPROVE CLERKS SALARY FOR PERIOD 1ST APRIL 2026-31ST MARCH 2027.

It was acknowledged that the Clerk had received a salary increase of 5.3% with effect from 1st April 2026 from Bawdeswell Parish Council. It was unanimously agreed to award a salary increase of 5.3% from 1st April 2026 as proposed by Cllr Wright, seconded by Cllr King,

22. TO CLOSE THE MEETING

There being no further business, the meeting was closed at 20.32pm.