

THE MINUTES OF LYNG PARISH COUNCIL MEETING HELD ON WEDNESDAY 3rd DECEMBER 2025 STARTING AT 7.47PM IN THE VILLAGE HALL.

Present: Cllr Steve Davies, Cllr Dillon Hatcher and Cllr Jason King
Parish Clerk - Jo Boxall and 13 members of the public

1. APOLOGIES FOR ABSENCE

Apologies for Absence were received from Cllr Wright.

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 22nd October 2025 were unanimously **AGREED** as a true record as proposed by Cllr Dillon Hatcher, seconded by Cllr King. Minutes were duly signed.

4. CO-OPTION OF NEW COUNCILLOR/S – To receive / consider applications for new Councillors

Three applications and confirmation of eligibility forms were received with three vacancies to fill. It was unanimously **AGREED** to approve the co-option of Victoria Moore, Robert Goodyer and Helen Young as proposed by Cllr Davies, seconded by Cllr King. Declarations of acceptance of office forms were duly signed. Councillor emails to be requested from Norfolk ALC.

5. INFORMATION ON MATTERS ARISING –

The defibrillator has been serviced and a report received for confirmation. No issues were reported.

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

District Cllr G. Bambridge and County Cllr B. Borrett were not in attendance. An email report received from County Cllr B. Borrett was circulated electronically. The Police were not in attendance.

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

An allotment plot holder requested retrospective permission for their allotment fencing and confirmed the fencing had been erected as per the plan of the allotments they held. Another plot holder sought permission to erect a shed on their plot and was asked to submit a proposal.

Concern was raised about the state of the roads in and around the village - pot holes and mud which was worsening due to the HGVs cutting through to the A1067. Roads and pull ins were being destroyed and making it difficult to negotiate the narrow road. The Council highlighted that they had no jurisdiction over Highways but would be discussing the matter with a view to taking matters further.

8. TO REVIEW BUDGET 2026/27 AND APPROVE PRECEPT

The Clerk circulated end of year budget figures and a draft budget 2026/27. It was confirmed that the tax base had decreased from 306.8 to 305.5 which meant that even if the precept requested remained unchanged there would still be an increase in the charges for residents. It was unanimously **AGREED** to request a precept of £26500 (unchanged from 2025/26) as proposed Cllr King, seconded by Cllr Davies.

9. SAM2– To receive update.

Cllr King confirmed that he has just moved the SAM2 to the bridge and would circulate previous location figures. Cllr Davies highlighted the need to show traffic movement before and after the closure of Wood Lane which would give Council evidence to take matters further.

10. PLAY AREA / PLAYING FIELD

To receive update and approve further action as necessary.

Cllr Wright circulated play report with no concerns raised.

To consider request for regular use of the football pitch

An email was received from Dereham Saints Football Club, enquiring about the possible use of the recreation ground next season for their current under 15 girls team. They don't have space at their current home ground and it was confirmed that they'll need to use a full sized adult pitch. Further enquiries highlighted a need for changing rooms and toilets.

As there was a need for changing rooms and toilets, it was uncertain if the Village Hall would be able to accommodate the Football Club and concern was expressed over the financial implications with regards to grounds maintenance. It was unanimously **AGREED** to contact the Football Club to make further enquiries regarding the changing rooms and toilets and to see if they were prepared to cover costs of grounds maintenance as proposed by Cllr Davies, seconded by Cllr King.

11. BRECKLAND LOCAL PLAN – To consider / approve Council’s response to proposed housing allocation – approx. 50 Dwellings land north of Heath Road.

Cllr Davies attended a meeting at Breckland for Parish Councillors to meet planning team and he gave a brief update. Cllr Davies prepared a draft response for consideration and this draft was read out to the meeting.

The meeting was adjourned to allow members of the public to comment on the proposed allocation.

Concerns raised (acknowledging concerns already raised in Council’s draft submission) included the possibility of further development on the site once permission granted for 50 houses (initial proposal was for 100 – 150 houses), the requirements for social housing and the inadequate sewerage system. Residents were encouraged to submit their views to Breckland.

The meeting was reconvened and following discussion it was unanimously **AGREED** to accept the draft submission as a base, amended to include additional comments, to be circulated to Councillors for approval prior to submission to Breckland as proposed by Cllr Davies, seconded by Cllr Dillon Hatcher. Submission to be published on the website.

12. Local Government Reorganisation – To consider / approve Council’s response to consultation

It was acknowledged that Breckland has proposed the formation of three unitary councils and Norfolk County Council has proposed a single unitary council. Following discussion, it was unanimously **AGREED** to support the Breckland proposal as this would represent local accountability, locally designed services and more local decision making. It was acknowledged that this proposal would create financial resilience, with the capability to generate significant savings long-term through service redesign and protect Breckland from some of challenges of a single county unitary i.e.: Increased Council Tax to cover debt and tax harmonisation as proposed by Cllr Davies, seconded by Cllr Young.

13. CHURCHYARD / CEMETERY - To receive update

The Clerk reported that there were a couple of burials in the cemetery both grave reopenings. It was acknowledged that a Cemetery inspection was outstanding.

14. ALLOTMENTS – – To receive update and consider applications from plot holders for fencing / shed (receipt of information pending)

The Council was asked to consider a map of the allotment plots. As it was acknowledged that the plan did not include an access path, it was agreed that the fencing could remain in place on plot 8C. It was recognised that permission should have been sought in the first instance.

A request was received for a communal shed to be placed on plot 12A. The Council requested a plan be sent confirming the location and size of the shed.

15. POLICIES - To review, consider and approve the following policies – Planning response policy & delegation of authority policy

It was unanimously **AGREED** to approve the Planning response and delegation of authority policy following review, without amendment, as proposed by Cllr Davies. seconded by Cllr King.

16. HIGHWAY MATTERS

To receive update / approve further action as appropriate on highway matters including request for ditch clearance on land outside The Fox

A nearby resident has expressed concern about the ditch on the open space at the front of The Fox which they believe needs clearing and digging out and are concerned about damage to their property from the blocked ditch.

Following discussion, it was unanimously **AGREED** to seek a quote from Grounds maintenance contractors to have the ditch cleared and bring to the next meeting, as proposed by Cllr Davies, seconded by Cllr Dillon Hatcher. Highways to be emailed to query the aspects of the drainage not within the PC’s remit.

To consider further action regarding Highway matters

Correspondence was received from residents, raising awareness of the rapidly deteriorating condition of the roads in Primrose Green and Collin Green due to the increase in HGV and other traffic following the closure of the junction of Wood Lane with the A47. Residents had emailed Highways with their concerns.

(Councillor J King left the meeting due to other commitments.)

Following discussion, it was unanimously **AGREED** that Cllr Dillon Hatcher would make further enquiries with Highways and bring back to Council, working with Cllr Young, Cllr Moore and the Clerk (correspondence sent to be copied to the Clerk) to resurrect the plan to introduce a weight limit to the village as proposed by Cllr Davies, seconded by Cllr Moore. It was acknowledged that the Parish Council may need to pay for weight limit signage, alongside other parishes.

17. TO RECORD PLANNING ISSUES

a) To consider planning applications

PL/2025/1420/HOU - Proposed removal of the existing boundary wall and creation of an off-road parking area and timber cartlodge to the side elevation and installation of metal railings along the frontage at Northcote, 1 Rectory Road, Lyng, Norwich, Norfolk, NR9 5RA – The Parish Council agreed (via email) that they had no comment / objection 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 30th November 2025 were confirmed as follows; Community account £18393.08, 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.

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 Dillon Hatcher.

PAYMENTS				
5th November 2025		Community Car Scheme payments October		£230.50
5th November 2025		Seal Calibration - defibrillator service / check		£166.80
30th November 2025		Mrs Jo Boxall - November salary & exps		£560.80
30th November 2025		HMRC PAYE & Employers NI November		£38.90
RECEIPTS				
4 th November 2025		Littleproud – burial fees Leney	£357.00	
FUTURE PAYMENTS				
31 st December 2025 & 31 st January 2026		Mrs Jo Boxall – December and January salary & exps		559.05 TBC
31 st December 2025 & 31 st January 2026		HMRC PAYE & Employers NI December & January		£38.90 TBC

c) To consider grant application from East Anglian Air Ambulance

A grant application was received from East Anglian Air Ambulance. It was unanimously **AGREED** to donate £50 as proposed by Cllr Davies, seconded by Cllr Goodyer.

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

All correspondence was circulated electronically. Concern was raised over the intermittent service received from the mobile Post Office Van. It was agreed that the Clerk would contact the Post office to query the issue.

Future agenda items to include the weight limit and allotments

The Clerk confirmed that she would be taking holiday over the Christmas period and would be away from 8th January to 14th January.

20. DATE OF NEXT MEETINGS – To approve the date of the next meeting – 11th February 2026

The date of the next meeting was agreed as Wednesday 11th February 2026. It was agreed to move the start time back to 7.30pm with the co-option to new Councillors.

21. TO CLOSE THE MEETING

There being no further business, the meeting was closed at 21.37pm.