

The following minutes are draft until adopted.

# Minutes

## Ordinary Council Meeting

19<sup>th</sup> January 2026

7:30pm in the Village Hall, Back Lane, Hethersett, NR9 3JJ



### Present:

Cllr, Dale, Cllr Edwards, Cllr, Everett, Cllr Hankey (Chair), Cllr Johnson, Cllr Mulvaney, Cllr Rehman, Cllr Walpole

Members of the public: 2

Sarah Vergette (RFO)

Cllr Dale opened the meeting.

**1. Apologies for absence**, to receive – Cllr Dakin, Cllr Revens.

**2. Declarations of interest and requests of dispensations**

Cllr Dale and Cllr Walpole for the Village Hall Management Trust

**3. Public participation**, to receive

**3.1** Members of the public

1. Concern was raised over the lack of publication of the meeting. The RFO stated that statutory obligations for advertising the meeting had been met.
2. Concern raised that there is no information regarding individual councillors, no draft minutes and the search button does not appear to function correctly on the website. There is a lack of communication with parishioners, and the Parish Council should increase its profile. These comments were noted.

**4. Minutes of the previous meeting**

The minutes of the previous meeting held on Monday 15<sup>th</sup> December 2025, having been circulated, were **approved** as accurate.

**5. Committees, working groups, and external meeting minutes (Supporting documents)**

**5.1** Final minutes of the Planning Committee held on 15<sup>th</sup> December 2025, **adopted**.

Cllr Mulvaney outlined the three applications which had been considered earlier and comments would be sent to South Norfolk District Council accordingly.

**5.2** Final minutes of the HEAT Committee held on 12<sup>th</sup> January 2026 – **adopted**

**Cllr Hankey took the chair at this point in the meeting.**

**5.3** Report with action points from CERT working group, January, **adopted**.

**5.4** Minutes of Memorial Playing Field Trust – **noted**.

**5.5** Minutes of Village Hall Management Trust, no meeting had been held.

**6. Finance**

**6.1** Village grounds maintenance quotations. Following some discussion it was **agreed** to opt for contractor 'C' – Vortex Grounds Maintenance. They will be asked to cut the grass every 21 days in accordance with the Parish Council's specification.

**6.2** To approve payments.

a. GM & Sons	£90.00
b. Scribe accounts	£118.80
c. Hethersett Village Hall	£555.00
d. H Brett & Son	£840.00
e. Craig Jenkins	£185.00
f. Hethersett MPF	£52.50
g. HMRC	£1874.70
h. Norfolk Pension Fund	£2012.47
i. SLCC	£316.00
j. Geosphere Limited	£348.00
k. Cozens	£480.00
l. IT Norwich	£136.62
m. Canon	£66.73
n. Canon	£60.53
o. JC Technologies	£180.00
p. Salaries	£5671.43

**Approved**

**6.3** To approve the bank reconciliation. **Approved.**

## **7. Strategic Gap Options**

**7.1** The walk round of the Strategic Gap will be held on Friday 23<sup>rd</sup> January at 9am followed by a meeting in the Hub at 11am. The site visit will consider: allotment structures and security and the suitability of the U11s pitch for hire arrangements.

## **8. Happy Healthy Hethersett.**

Cllr Walpole reported that work continues to the Back Pocket Forest. More landowners are being sought for trees to be planted on their land.

## **9. To discuss the need for additional public participation on future agendas**

Following some discussion it was **agreed** to reinstate an additional item for the public to comment on issues that had been raised during the meeting and suggest items for a future agenda. Standing Orders provide guidance relating to time permitted for public speaking and these should be adhered to.

## **10. Whole Council Training**

The RFO will circulate suggested subjects for training and will contact NPTS accordingly. It was also noted that the Council is Subscribing to Norfolk ALC and Norfolk Parish Training Services. This will be discussed when renewal for the subscriptions are due. It was noted that NPTS provided good training and Norfolk ALC provides advice.

## **11. Date of the next ordinary meeting, to note**

**Monday 16<sup>th</sup> February 2026**

7.30pm in the Village Hall, Back Lane, Hethersett, NR9 3JJ

Meeting closed at 8.06pm.

These minutes have been resolved as a true account.

**Name:**

**Signed:**

**Date:**