

**Minutes of the Meeting of Reepham Parish Council held on
Tuesday 28th October 2025 at 7.30pm in Reepham Methodist Chapel**

Present: Cllrs D Perkins (Chair), B Wharton (also acting as Clerk), A Brammer, D Davies, H Gee, N Ward. D/Cllr M Palmer was present: 1 member of the public also attended.
The Parish Clerk, accompanied by her husband, was also in attendance. She was welcomed by the Chair and Council and participated in the meeting.
Meeting started at 07.30pm.

Matters raised by members of the public:

The attending resident explained that their presence was merely a watching brief for the residents of Beck Hill over the planning and Conservation issues at Stonefield Farm.

Standing Orders were commenced at 07.32pm.

1. **Apologies:** Cllr C Wilson (illness) and Cllr M Doughty (work)
Proposed by Cllr D Davies and seconded Cllr A Brammer, it was **RESOLVED** that their apologies be accepted.
2. **Declarations of Interest:** Nil.
3. **Minutes of Meeting held on 30th September 2025:**
Proposed by Cllr D Davies and seconded Cllr H Gee, it was **RESOLVED** these minutes be accepted.
4. **Clerk's Report:**
LCC invite to invoice for grass cutting reimbursement 25/26 of £1310.33
Clerk's annual leave w/c 10 Nov
5. **Correspondence:**
To note:
WLDC – Sept newsletter
WLDC – PC casual vacancies to be advertised on WL website.

Action required:

Resident re. overgrown vegetation to rear of Manor Rise.
Chair commented that he had initially spoken to the resident and explained the current situation. The action will become a part of the major review of the policies involving tree management and the Manor Rise TPO identification.

6. Financial matters

a) **Presentation of Accounts for Payment (Oct):**

M Vail – Oct salary	£ 256.13
PAYE – Oct	£ 64.00
M Vail, reimburse replacement phone	£110.00
Sage payroll, Oct	£ 13.20 (inc. £2.20 VAT)
Glendale, 1895	£ 377.28 (inc. £ 62.87 VAT)

TOTAL £820.61 (inc £65.07 VAT)

Proposed by Cllr D Davies and seconded Cllr H Gee, it was **RESOLVED** that these be paid.

b) **Income April – Sept 2025**

Precept	£9,681.00
Bank Interest	£ 391.85
VAT reclaim	£ 2198.88

TOTAL £12,271.73

This was noted for information.

c) New Audit compliance requirements from 2026:

Clerk's recommendation is for Councillors and Clerk to each have a .Gov email address costing in total:

- Year 1 £184 ex vat
- Year 2 £284 ex vat
- and £284 ex vat each year after.

The Parish Clerk explained the various aspects of this change that is a requirement of the Audit procedures. There was also a need to decide whether a .Gov or .Org provider would be the better option in terms of flexibility, cost and security. A firm, Parish Online is recommended for the future developments to be investigated and adopted.

Proposed by Cllr B Wharton and seconded Cllr A Brammer, it was **RESOLVED** that the Clerk should proceed with the investigations with the intention that these recommendations be adopted by the Parish Council as advised.

d) Budget and Precept setting 2026-27 – estimate and final figure

A copy of the current state of the Finances and Bank Reconciliation had been circulated plus the forward planning and recommendations for the coming year. Chair explained that the gradual depletion of the bank holdings as recommended by the Auditors was now complete and that it had been achieved by subsidising the annual expenditure. Future precept charges will henceforth have to cover all expenditure, and this has resulted in an increased Precept percentage of 43%: there was additionally a recommendation that one year's operating costs be held in reserve as a backup.

Proposed by Cllr D Davies and seconded Cllr H Gee, it was **RESOLVED** that the Precept, as presented (£13873), be accepted and requested from WLDC. The relevant form was presented and signed for presentation.

**7. Planning Matters
Report from Planning Committee**

There have been no new Planning Applications but there is a re-consultation on the WL/2025/00402 5 housing development at North Greetwell. The housing and traffic issues are completed, and discussion continues over a biodiversity area between the development and the fields. We have been content with the issues so far and a 'no comment' is appropriate.

Goods Farm Development, Re-advertising of Notice of Public Path Diversion Order
Chair reiterated that the correct signage had been posted.

Neighbourhood Plan Steering Group: update, finances, residual funds, website.
The Finance Officer confirmed that, following discussion with the financial handlers on the steering group, there are no residual funds held that would need returning.

Land to rear of Stonefield farm: feedback from Conservation Officer at WLDC
There had been comments on the bat population but nothing yet on the ways forward to create a listed building of the barn.

8. Roads and footways
Mellows Close to Manor Rise footpath – holding item

Mellows Close yellow lines:

LCC have responded but their observations of the site were during the quiet part of the day. Suggest school closing time.

Bus shelter for Lincoln bound travellers at the bus stop in Fiskerton:

Holding item

Parking at school sports day:

Cllr A Brammer described the problems that had created many traffic problems during the event last summer. Yellow line requests for part of the High Street opposite the school were discussed: noting that this would move the problem to other sections of the village. It is suggested that the school be informed of the concerns and the subject be re-approached next Spring.

9. Field Footpaths and Bridleways
Reepham /Greetwell PF 131:

Delayed works: holding item. A recent LCC update confirmed that this remains in abeyance.

10. Conservation area

Village Green – project update including finances, information board, arboricultural advice on the cherry tree and quotations
Cllr A Brammer suggested that the project was now complete and could be dropped from the agendas, but it was agreed to retain it in view of the impending tree related expenditure.

Chair had obtained three quotes for the arboricultural advisors and the lowest was for £170 + VAT from CBE Consulting.

Proposed by Cllr B Wharton and seconded Cllr A Brammer, it was **RESOLVED** that the quotation from CBE Consulting be accepted.

11. Amenity areas

Play Area inspections – internal, play area surfaces, roundabout repainting

Cllr A Brammer noted that weeds were again appearing through the cracks in the surface but would not need tackling until next spring. Quotes were being obtained for specialised paints for the roundabout.

12. Trees/vegetation:

Vegetation behind Manor Rise: TPO mapping:

Cllr H Gee reported that he had found some errors and would forward to Clerk for WLDC attention.

Draft policy for tree management:

Draft version 4 had been recently circulated around the Councillors. Chair explained his reasoning behind the various aspects.

Proposed by Cllr H Gee and seconded Cllr A Brammer, it was **RESOLVED** that the wording of this Draft Version 4 be adopted as Policy.

Note: tree/hedge work within Fiskerton Road amenity area (R1): 23rd/24th Oct:

A photograph of the work done had been circulated and was accepted as a first-class job. The invoice had been received at £900 including VAT. Proposed by Cllr B Wharton and seconded Cllr H Gee, it was **RESOLVED** that this invoice be paid.

Trees for Streets scheme: Awaiting further response.

Condition of two trees in grassed area near Mellows Close: (Cllr A Brammer):
Inspection has suggested that these trees may need some maintenance. Cllr N Ward added that the trees on west of Kennel Lane should be similarly inspected.

13. Xmas: update, Carols around the Tree: Monday 15th Dec from 6-7pm, Santa:

Chair suggested a possible Santa candidate may have been identified. Sweets have been purchased and were handed to Cllr B Wharton for safekeeping until required.

14. Business for next agenda:

Revised Financial Regulations
Revised Standing Orders
Meeting dates 2026
IT Policy (New Audit requirements from 2026)
Fencing on R1.
Donation to 'Reepham News'.

15. Date of next meeting: Tuesday 25th November 2025, 7.30pm, Methodist Chapel

Cllr B Wharton, Temp Acting Parish Clerk. 4th November 2025