

Weston Longville Parish Council.

Meeting of the Parish Council – Agenda

Monday February 9th, 2026 at 7.00pm

Hall for All, Church Street, Weston Longville

I hereby give notice of a meeting of Weston Longville Parish Council and summon members to attend.

Dawn Clarke
Clerk to the Council
February 3rd, 2026

The public and press are welcome.



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| 2026/002 | Chair's welcome and to receive apologies for absence. |
| 2026/003 | To receive declarations of interest in items on the agenda and consider any requests for dispensations. |
| 2026/004 | To approve the minutes of the meeting held on November 10 th , 2025. |
| 2026/005 | To report on items not on the agenda from the last meeting. |
| 2026/006 | Open forum for Public Participation: an opportunity to hear from members of the public and County and District Councillors. |
| 2026/007 | Planning (Portfolio CM) Verbal update.
a. To note responses by delegation.
b. Any application received after the publishing of this agenda.
c. Planning determinations received since the last meeting. |
| 2026/008 | Third Party Liaison (Portfolio PR). |
| 2026/009 | Roads (Portfolio RH) Verbal update
a. To receive an update on A47 & Norwich Western Link and the Norwich Western Link Liaison Meeting.
b. To discuss the NCC mitigation proposals. |
| 2026/010 | Parish Infrastructure (Portfolio BB) Verbal update.
a. Registration of Allotments. |

This meeting may be filmed, recorded or photographed by the public: however, anyone who wishes to do so are asked to inform the Clerk and ensure it is done in a non-disruptive and public manner

- 2026/011 Environmental Considerations (Portfolio PC) - Verbal update.
To receive any update on the Hornsea 3 and Equinor SEP and DEP.
- 2026/012 Parishioner Engagement (Portfolio RP) - Verbal update.
To consider a Christmas tree.
- 2026/013 Communications (Portfolio JC) – Verbal Update.
- 2026/014 Administrative Matters.
a. To review the Asset List.
b. To review policies presented and adopt or re-adopt.
c. To sign the updated clerk's contract.
d. Clerk Report including correspondence.
- 2026/015 Finance (Clerk)
a. To agree the payment list and to note any income and payments made since the last meeting.
b. To note the bank balances and reconciliation presented.
c. To receive the Budget against Actual.
d. To note the Band D rate and precept requested from Broadland District Council.
- 2026/016 Items for information only and items for the next agenda.
- 2026/017 To confirm the date and venue of the next meeting:
Monday May 11th, 2026 at 19:00 in the Hall for All
This includes the APM and APCM.

This meeting may be filmed, recorded or photographed by the public: however, anyone who wishes to do so are asked to inform the Clerk and ensure it is done in a non-disruptive and public manner

Weston Longville Parish Council.

Meeting of the Parish Council – Minutes

Monday November 10th, 2025 at 7.00pm
Hall for All, Church Street, Weston Longville

Parish Councillors present: Clare Morton

CM (Chair)

Peter Ross

PR (Vice Chairman)

Bob Banks

BB

Justin Cohu

JC

Paul Cowley

PC

Ruth Horton

RH

Rick Parsons

RP

Dawn Clarke

DC (Clerk)

10 Members of the public including District Councillor
Peter Bulman (PB)

2025/0091 **Chair's welcome and to receive apologies for absence.**

The Chair welcomed everyone to the meeting.

2025/0092 **To receive declarations of interest in items on the agenda and consider any requests for dispensations.**

All Councillors have an interest in the A47 dualling, NWL and all electrical cable works.

2025/0093 **To approve the minutes of the meeting held on September 1st, 2025.**

It was resolved that the minutes were a true record of the meeting held on September 1st, 2025., and signed by the Chair

2025/0094 **To report items not on the agenda from the last meeting.**

None.

2025/0095 **Open forum for Public Participation: an opportunity to hear from members of the public and County and District Councillors.**

District Councillor Peter Bulman (PB) updated council that he is working with the Planning Ombudsman in respect to Johnsons Garage in

Lenwade, the work has ceased and there is no forthcoming information. Broadland District Council voted for the 3 unitary option and there was a discussion regarding development at the Wood Lane junction to the A47, this falls into Breckland, however WLPC is being invited to the consultation, PB and CM intend to attend.

2025/0096 Planning (Portfolio CM) Verbal update

a. By delegation: 2025/2734

**The Dairy gate The Old Dairy Morton Lane Weston Longville Norfolk
Change of use from annexe to holiday let. No objection.**

b. Any application received after the publishing of this agenda.

c. Use of Paddock adjacent to Dark Lane.

a. Noted.

b. None.

c. A resident noted there was waste on the site and queried the use of the caravan. They were directed to Planning/environmental at BDC.

2025/0097 Third Party Liaison (Portfolio PR)

The Saturday sports club business case was prepared and the Parish Council agreed to take this forward for grant funding.

The applicant declined to continue with the application.

The 7 Parish Chairs would meet shortly.

There is a large family event planned, and sole use of the playing field has been requested. PR will convene a workshop to discuss and return to council.

2025/0098 Roads (Portfolio RH) Verbal update

To receive an update and agree next steps on A47 & Norwich Western Link.

a. To receive an update from the Norwich Western Link Liaison Meeting.

b. To discuss the NCC mitigation proposals.

a. Work on the NWL proposals has slowed waiting for a clearer response from the government for funding. The Parish council joined with other councils to ask for funding to develop proposals.

b. The Parish Council met with Norfolk County Council (NCC) on October 22nd to discuss the mitigations and consultation documents that will be sent to residents of the area. An open meeting is planned between the council and residents on November ** and between NCC and residents on December 4th.

The logic of the mitigations is to encourage drivers to find a more comfortable alternative route. A resident asked about non-residents skewing the online response. The response requires home location data and it is hoped that this would be weighted.

Residents were encouraged to engage positively with the consultation process.

RP Council will fund a print leaflet to encourage residents to attend the consultations (hand or Wensum Diaries delivery agreed less than £100) PC is deeply concerned that previous indications that Weston Green Road would be closed are not being included. It was agreed to speak with Ringland PC as there will be an impact on Ringland. It was agreed that RH would write to Gavin Broad about the lack of closure of the road.

A resident asked what will happen if mitigations are not in place prior to the closure of the Easton roundabout – there has been no solid response, it is intended the mitigations will be in place before 2027.

The closure of Wood Lane has raised questions about limiting access to the area. CM has photographed verges to compare damage resulting from the closure should we need to pursue restoration of the banks. Speed limits - these would be in place prior to Christmas.

2025/0099 **Parish Infrastructure (Portfolio BB) Verbal update
Registration of Allotments.**

Solicitor 1 declined due to maternity leave, solicitor 2 declined due to distance and the complexity of the agreement required.

CM to approach Birkerts/Spire to get a quote

2025/0100 **Environmental Considerations (Portfolio PC) - Verbal update
To receive any update on the Hornsea 3 and Equinor SEP and DEP.**

Equinor cables are ahead of schedule and are in the process of re-instatement of the original condition of land through the parish. There will be removal of splays and gates. Road closures for this work are planned. SEP/DEP no update.

2025/0101 **Parishioner Engagement (Portfolio RP) - Verbal update
a. To discuss the Saturday Sports Club funding.
b. To consider a babbling bench.**

RP raised the question if a Christmas tree could be purchased for the community – it was agreed too late for 2025, but would go on the agenda for 2026

- a. Covered earlier in 2025/097.
- b. Deferred.

2025/0102 **Communications (Portfolio JC) – Verbal Update.**

JC notes that a resident was concerned about access to the charter for the village hall.

2025/0103 **Administrative Matters**

Meeting dates for 2026 were agreed as: February 9th, May 11th, July 13th, September 8th, November 9th.

Council has previously agreed to engage Sonya Blythe for the next audit. The auditor has confirmed their rate of £120 and that they are happy to complete our audit for the year 2025-26, they are qualified in terms of the SAPPP requirements of an auditor.

Meeting dates for 2026 were agreed as: February 9th, May 11th, July 13th, September 8th, November 9th.

The Police have been in touch with respect to 'Operation Radium' the clerk is happy to share the information when it comes (related to fraud).

There is a change to Planning Compliance reporting, how this will affect us is unknown – the clerk is concerned that items will just fade away.

Gt Witchingham PC have planted a very large sack of daffodils around the bus shelter (Weston Longville) and village gates (Gt Witchingham) as agreed previously.

It was agreed that the Clerk should attend the SLCC conference WLPC would pay a pro rata amount.

2025/0104 **Finance (Clerk)**

a. To agree the payment list and to note any income and payments made since the last meeting.

b. To note the bank balances and reconciliation presented.

c. To receive the Budget against Actual.

d. To review the budget presented and resolve the value of the precept to be requested.

e. To delegate authority to the clerk to request the precept from Broadland District Council.

a. It was resolved to agree, the payment list additionally the bill received from John Hurst for hedge trimming, £78, and note the RBL wreath came to £25, not £20. (The wreath is a s137 payment) and to note the income and payments made since the last meeting.

Income		
Broadland DC	Precept, 2nd of 2 payments	5785.00
Unity Trust Bank	Compensation	75.00
Unity Trust Bank	Interest	109.16

To note the payment

Unity Trust Bank	Monthly Charge - October/November @ £6 / mo	12.00
Vodafone	Monthly Charge (DD) Sept/Oct/Nov	21.00
Dawn Clarke	WFH October/ November	52.00
Dawn Clarke	Salary September	52.02
SLCC	Membership 2025-26	38.35

For Authorisation

Dawn Clarke	Expenses / WFH Allowance / Mileage	16.20
Dawn Clarke	Salary October	278.72
Dawn Clarke	HP - Laptop	419.00
Peter Ross	RBL Wreath	20.00

- b. The Current account 23,622, Cil and Solar £19356.95 – total – £42,979.44
- c. Noted.
- d. A budget of £13,010 was unanimously agreed. It was agreed that the clerk's hours increase to 5 hours per week as of April 2026.
- e. All councillors confirmed their council tax was up to date, the precept of £13,010 was unanimously agreed and this will stay under the national average.
- f. It was unanimously resolved to delegate authority to the clerk to request the precept from Broadland District Council.

2025/0105 **Items for information only and items for the next agenda.**

Speed data was at 85th percentile, the highest speed was 56mph, there were between 1400 and 1600 cars each day.

2025/0106 **To confirm the date and venue of the next meeting:**

Next meeting on Monday February 9th, 2026, at 19:00 in the Hall for All.

The meeting closed at 20:24

2026-0014 Asset List

Weston Longville Parish Council Asset Register 2025-26							
Purchase Date	Description	Location	2021/22	2022/23	2024/25	2025/25	Comments
<u>Land</u>							
Pre 2011	Allotment water supply	Back of Woodforde Close	1,650	1,650	1,650	1,650	Cost of water supply - land value unknown - depreciate over 5 years
1981	Land	Back of Woodforde Close	1	1	1000	1000	Cost of land in 1981
				999			re-statement 02-2025 based on actual value
<u>Street Furniture</u>							
Pre 2011 1977	Village sign		6,000	6,000	6,000	6,000	Renovated in 2020/21
Unknown	Noticeboard	Near Church	500	500	500	500	Value estimated
Adopted 2018	War Memorial	Either end of village	20,000	20,000	20,000	20,000	Value as per email
	SAM Camera	Vairious	4,000	4,000	4,000	4,000	Replacement cost
	Cut out police man		170	170	85	85	Replacement cost 2 purchased - 1 removed 24-25
May 2022	Jubilee Bench	By Church	500	500	500	500	Purchased with remaing grant funding
	Bus Shelter	B1067 near lenwade			7,268	7,268	Parish partnership grant
Fencing	Allotments	(second hand)				350	Fence, Gate and other items.
<u>Office Equipment</u>							
July 2019	Laptop	with clerk	479	479	479	-	Based on invoice
	Nov-25 Laptop	with clerk				419	Based on invoice
	Sep-25 Phone handset	with clerk				99	Based on invoice
	Total Assets		33,300	34,299	41,482	41,871	* restated on the 23-24 agar as 34,330
Assets removed during 2022-23							
Apr-16	Kodak Printer	£59					No longer functional - disposed of
Assets removed during 2023-24							
	None						
Assets removed during 2023-24							
	Cut out police man	85					lost
Assets removed during 2025-26							
	Laptop	479					No longer functional - disposed of

February 2026 Meeting

Income

Unity Trust Bank	Interest	106.68
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To note the payment

Unity Trust Bank	Monthly Charge - Dec/Jan @ £6 / mo	12.00
Vodafone	Monthly Charge (DD) Dec/January/Feb	21.00
Dawn Clarke	WFH Dec/Jan	52.00
Dawn Clarke	Salary December	278.72
Dawn Clarke	Salary January	278.72
John Hurst	Hedges	78.00
SLCC	Training (part Share)	71.60
Hall For All	Play Area Grant	500.00
Peter Ross	RBL Wreath	25.00
ICO	Subscription	47.00

For Authorisation

Dawn Clarke	Expenses / WFH Allowance / Mileage	59.25
Dawn Clarke	Salary Febuary	278.72
Clare Morton	Leaflet Printing	46.00
Clare Morton	Replacement Battery	

2026-0015 c. Budget against actual

Weston Longvi Council - 2025/26 Budget

		2023-2024		2024-2025		2025-2026							2025/26 notes	
Category	Description	Budget	Actual	budget	Actual	budget	Q1 ACTUAL	Q2 to date	Q3	Q4	Total	% of budget	% +/-	Comments
		2023 / 24	2023/24	2024 / 25	2024 / 25	2025/26								
Income														
Income	Precept	7,328	7,328	10,650	10,650	11570	5785		5785		11570	100	13%	
Income	CIL		2,018		1,638		912.1				912.1			
Income	Allotment	65	55	65	50	0	55				55		-100%	agreed increase.... Will fall in this year
Income	Grants		875		3,029						0			
Income	Interest				136		111.85	109.16			221.01			
Income	Other		32		378			75			75			
Income	VAT Reclaim						2474				2474			
Income Total		7,393	10,308	10,715	15,880	11570	9337.95	184.16			9522.11	82	45%	
Expenditure														
Admin & Exp	NALC/SLCC/CPRE	350	287	275	221	275		145.51	38.35				0%	further reduction by sharing the SLCC membership between 3 - NALC rate
Admin & Exp	Insurance	400	390	430	363	400		363					-8%	10% Cost of living rounded up
Admin & Exp	Audits	50	40	315	100	315	100				100	32	0%	Mid size council plus underpaying Sonya, 225+90
Admin & Exp	Hire of Hall	300	225	300	180	300							0%	
Admin & Exp	Clerk's Office/payroll	450	486	495	482	580	191.22	242.9	534.2	26	994.32	171	19%	at 6 month mark this is way over as incidentals have also gone in here. La
Admin & Exp	Newsletters	100											0%	
Admin & Exp	Website / Msoft	300	266	150	130	200		168.99					17%	domain registration this year £70
Admin & Exp	Training/Forums etc	200	91	300	232	300	38		71.6		109.6	37	0%	-5% of budget is standard
Admin & Exp	Bank charges	-		-	19	75	18	18	18		54	72	#DIV/0!	4.25 x 12 = 51 + additional
Admin & Exp	Election Expenses	341	287	100		100							0%	reserve at 100 (£300 est)
Admin & Exp Total		2,491	2,073	2,365	1,726	2545	347.22	938.4	662.15		1947.77	77	7%	
Employment	Clerk's Salary	3,291	3,158	3,350	3,241	3600	810.15	862.17	836.16		2508.48	70	8%	7% rounded up - 3240 potential 250 increase
Employment Total		3,291	3,158	3,350	3,241	3600	810.15	862.17	836.16		2508.48		8%	
Grants	Donations	3,000	1,579	1,525	1,520	1225	780	0	525		1305	107	-10%	churchyard 750, community 500 rbl 25
Grants Total		3,000	1,579	1,525	1,520	1225	780	0	0		780		-10%	
Maintenance	Hedge cutting	65	72	80	78	100			78	0			31%	0% increase on actual
Maintenance	Grounds maintenance	1,200	1,768	1,562	1,496	1700	813.6				813.6	48	12%	24/25 - 1,500 @ 10% inc + 200 trees etc
Maintenance	Playing field rent	50		50		50					0		0%	
Maintenance	SAM2 repairs	500		200	466	200					0		0%	
Maintenance	Pest control	110		150		150	48				47.95	32	0%	
Maintenance	Allotment costs													
Maintenance														
Maintenance Total		1,925	1,840	2,042	2,040	2200	861.55	0			861.55	39	8%	
Projects	Allotment - CIL	-	330	730	775	500	175.77	346.68			522.45	104	#DIV/0!	need a reserve for this to build up
Projects	Traffic management													
Projects	Roarr													
Projects	3 parishes plan grant													
Projects	bench													
Projects	Toilet		10,000											
Projects	Bus Shelter		225	4,000	7,268									Half bus shelter not in budget
Projects					114	500								walks fliers and printing
Projects	Other				-	1000	175.77	346.68			522.45	52	#DIV/0!	
Projects Total		-	10,555	4,730	8,157	2,000	352	693	-	-	1,045		#DIV/0!	
Expense Total		10,707	19,204	10,012	16,683	11,570	3,150	2,494	1,498	-	7,143		15%	

SECTION 50 - LOCAL GOVERNMENT FINANCE ACT 1992

PRECEPT 2026/27

To Broadland District Council being the appropriate
billing authority for the below named Parish

You are hereby required to pay to:

WESTON LONGVILLE PARISH COUNCIL

(name of parish / town council or meeting)

The total Parish Precept required is

£13,010.00

- THIRTEEN THOUSAND AND TEN POUNDS -

from Broadland District Council's General Fund to meet expenses payable by the
Parish /Town Council/Meeting.

(Note: In the case of a Parish Meeting, this precept must be authorised by the
Chairperson.)

AUTHORISED at the meeting of the Parish / Town Council held on

the 10th day of NOVEMBER 2025 (month/year)

Signed DGM

Designation CLERK & RFO

(the Officer designated for this purpose)

BANK DETAILS

Bank name UNIT

Sort code 60-83-

Bank address P.O.B

BANK

Is this detail the same as

(If different, please provide a copy of a recent bank statement)

NO

26/27. Tax base 157 = Band D £82.86
no change