



Roydon Parish Council

<https://roydon-southnorfolk-pc.gov.uk>

Minutes of the Parish Council Meeting of Roydon Parish Council which will be held at the Parish Room at St Remigius Church, Roydon on Tuesday 24th February 2026 at 7.00pm

Members Present - Trevor Ault (Chair), Keith Best (Vice Chair), Stephen Finch, Angela Brown, Paul Curson, Andrew Daniels, Jane Jennifer, George Waterman, Gareth Dalglish

Also present - Emma Chandler - Parish Clerk, District Councillor Graham Minshull, District Councillor Kieran Murphy and five members of the public.

1. Welcome

Cllr Ault welcomed everyone to the meeting

2. To receive and consider accepting apologies from members unable to attend.

All members of the Parish Council were in attendance.

Apologies were received from County Councillor Kiddie due to illness.

3. To receive and note any declarations of members' pecuniary and/or non-pecuniary/other interests pertaining to items on the following agenda, to note any dispensations granted in respect of business to be discussed and to consider any requests for dispensations.

Cllrs Brown and Daniels declared an interest in item 9

4. Public Forum: To receive County & District Councillors reports and the opportunity for issues to be raised or questions asked.

Cllr Minshull reported the following

- The Kings Head in Pulham Market has been saved with the District Council securing an order to prevent the owner pulling it down.
- The District Council budget has been agreed for 26-27, the increase will once again equate to a £5.00 increase on the average band D property.
- Food Waste collections are now not going to be funded by Government.
- Nominations for the South Norfolk District Council Community Awards are now open. All categories are sponsored by local businesses ensuring no cost to the tax payer for the event.
- Funds are available for a Neighbourhood Plan review.

Cllr Finch asked why SNDC were not present at the Norfolk Hearing for the Norwich to Tilbury Pylon project. Cllr Minshull stated that SNDC were represented but may have attended a different hearing.

Cllr Daniels made the following observations

- New wooden pole had been installed at the Recycling Centre – Cllr Waterman explained a project that involved the pole which would soon become clear.
- The verge outside 84 Louis Lane had been churned up. – Clerk to report
- Queried the door knocking that had been reported to the Parish Council by the Police
- Stated that work had commenced on Footpath 9, thanking Cllr Jennifer for her work on this matter.

5. Approval of the minutes of the Parish Council meeting held on

a) Tuesday 27th January 2026

Minutes were unanimously approved

6. Matters arising - To note progress on decisions made at the last meeting

It was reported that the light at the Bus Station was now working

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Allotments – Trees had been cut back and the ground work completed by Mr Crerar, thanks were given for a job well done. Polt 1 still needed some more work before it could be used for parking, Cllrs Brown and Waterman would complete this work and Cllr Brown had made a No Dumping sign to discourage this type of behaviour at the allotments.

7. Financial Matters and Banking

- a) To note the Bank Balances and Bank Reconciliation as at 14th February 2026**
- b) Receipts and payments to be noted/authorised for February 2026**

All were noted and unanimously approved

8. To receive an update from Cllr Curson regarding the open hearing for the Norwich to Tilbury Project. Agree the final written submission to the Planning Inspectorate.

Version 10 had been circulated to all councillors before the meeting. Cllr Dalglish wished to add a sentence to Holford Rule one which all members agreed to.

Cllr Dalglish to send the wording to the Clerk who would then add to the written submission before sending to the Planning Inspectorate before the closing date of 26th February 2026

Action – Cllr Dalglish and Parish Clerk

9. To receive an update on the Village Hall Land Registry from Cllr Ault.

Cllr Ault gave an update, providing members with two options from solicitors that he had contacted who were willing to complete the work.

After much discussion it was unanimously agreed to use the services of Morgan Langley at a cost of £500-£650 +VAT.

Action – Cllr Ault

10. To discuss and agree if the Parish Council requires Street Lighting on the Roydon portion of the Norfolk Homes development on Shelfanger Road.

Cllr Waterman reported that Diss Town Council had indicated a requirement for street lighting on safety grounds. It was agreed that the Parish Council supported the provision of street lighting but wished to ensure that the cost of installation would be met by the developer. The Clerk was asked to make further enquiries prior to submitting the final response if required.

Action – Parish Clerk

11. To receive information regarding the Annual Parish Meeting, discuss and agreed the date. Location and format.

Cllr Ault proposed that the meeting be held on Tuesday 28th April before the Parish Council meeting. He suggested that Councillors would give updates on Parish Council projects, Greening, Pylon update and Neighbourhood Plan Developments
Unanimously agreed.

12. To review and approve the following policies.

- a) Standing Orders**
- b) Financial Regulations**
- c) Internal Control Policy** – Cllr Brown highlighted a typo in paragraph four, Clerk to amend
- d) Annual review of effectiveness of internal control**
- e) Reserves Policy**

All policies were unanimously agreed

13. To receive an update on the Factory Lane triangle hedges

Cllr Jennifer confirmed County Council Highways would be cutting back all three sides of the triangle including the PROW (FP18) before the start of bird nesting season.

14. To receive feedback on the litter pick held on 7th February 2026. Consider if the Parish Council would like to sign up for the 'Great British Spring Clean' being held between the 13th and 29th March 2026.

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It was reported that nine volunteers attended the recent litter pick. Members noted that the Great British Spring Clean was scheduled too soon after this event. It was therefore agreed that the date of the next litter pick should be adjusted to coincide with the South Norfolk District Council Litter Pick. Sunday 16th May was proposed, subject to the availability of the Village Hall.
Unanimously agreed

Action - Cllr Ault and Parish Clerk

- 15. To consider information or issues relevant to Council from members for brief discussion and inclusion on a future agenda**

Big Green Week

- 16. Date & Time of Next Meetings: To confirm the date of Tuesday 24th March 2026 for the Parish Council meeting.**

Unanimously agreed

Signed *K Best*

Date 24th March 2026

Emma Chandler, Parish Clerk & RFO
Email clerk@roydon-southnorfolk-pc.gov.uk

Bank account Balances @ 11/02/2026			
Business Current Account		13,642.12	
Business Savings Account		32,081.28	
Total Balances			£45,723.40
	Previous Month	Current Month month	
Balances carried forward @ 01/04/25	£36,782.11	£36,782.11	
Accounts Payments Ledger YTD gross Expenditure	£27,789.23	£30,149.05	
Accounts Receipts Ledger YTD Income	£37,282.40	£37,282.40	
Expenditure			
Amey		£406.03	
SSE		£139.85	
Unity		£6.00	
Total		£551.88	
Income January 26/ February26			
Total		£0.00	
Unprocessed Payments			
BACS 64		£1,125.00	
BACS 65		£528.93	
BACS 66		£127.20	
BACS 67		£26.81	
		£1,807.94	
Income Less Expenditure at 17/10/2025			£43,915.46

Signed T. Ault

Date 24th February 2026

Payments List as at 14th February 2026					
Date	Payee	Service	Gross	Net	VAT
03/02/2026	Amey	New Lantern Factory Lane	£406.03	£338.36	£67.67
27/02/2026	JM Crerar	Grounds Maintenance	£1,125.00	£1,125.00	£0.00
27/02/2026	E. Chandler	Clerk Salary	£528.93	£528.93	£0.00
27/02/2025	HMRC	PAYE	£127.20	£127.20	£0.00
27/02/2026	██████████	Expenses (Security)	£26.81	£22.34	£4.47
Totals			£2,213.97	£2,141.83	£72.14
Checked by RFO 14th February 2026			Signed	<u>E. Chandler</u>	