

Barsham Parish Council

Clerk: Joanna Otte clerk@barshamparishcouncil.gov.uk
<https://barshamparishcouncil.gov.uk/>

To: Andrew Ross (Chairman), Frank Chapman, Grace Howlett, James Goodley, Margaret Hulme
Cc: Tom FitzPatrick (District Councillor), Victoria Holliday.(County Councillor)
And: Ian Sherwood (General Manager RC Shrine)



You are summoned to a Meeting of Barsham Parish Council on

Date: **Monday 14 September 2026**

Time: **7:30 pm**

Place: **Granary, West Barsham, NR21 9NP**

Barsham Parish Council welcomes the public and press to its meetings. The public and press are able to address the Council during the Public Participations session. The law does not permit members of the public and press to take part in the debates.

Joanna Otte Clerk to the Parish Council date 7 Sept 2026

AGENDA

1. Welcome and to receive apologies for absence
2. To receive declarations of interest in items on the agenda, to consider requests for dispensations
3. To consider co-opting to fill the two vacancies
4. To approve the minutes of the previous meeting held on 13 July
5. To report progress on items not on the agenda
 - 5.1. The Post Box at Hillside, East Barsham is scheduled for repainting this summer.
 - 5.2. The Post Box in North Barsham will be replaced.
 - 5.3. Telephone Kiosk in North Barsham to be repaired.
6. Reports from NCC and NNDC Councillors if in attendance
7. Open forum for Public Participation: an opportunity to hear from members of the public
8. Highways
 - 8.1. Items to report: <https://www.norfolk.gov.uk/39652>
 - 8.2. To note that the request for gritting of the road past the Shrine through North and West Barsham has been turned down.
 - 8.3. **Gateways**. One set of gateways was installed in the wrong place (between HSG and E Barsham). Work was stopped and the correct location at the top of the hill on the approach to East Barsham was clarified. A new design is being drawn up for the contractors to install the two pairs of gateways on the approach to East Barsham and to HSG from Fakenham. The Highways officers have been told that the Parish Council would be happy to keep the incorrectly place gateways if new ones need to be ordered (at no cost to the Parish Council).
 - 8.4. Highways have reported that the **white line warning markings** are delayed as there is a nationwide shortage affecting Norfolk.
 - 8.5. **Pavement** at the Barsham Arms has still not been separated from the car park. A further request has been made to Highways to give the owner a deadline for erecting a suitable barrier.
 - 8.6. **Parish Partnership Scheme**
 - 8.6.1. To consider if there are any highway improvements to apply for 50% funding through the **Parish Partnership Scheme** (deadline 1 December) (information circulated).

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9. Planning Matters

9.1. To note decisions made by the District Council

- 9.1.1. PF/26/1242: Demolition of dwelling and erections of a Self-Build replacement 1.5-storey dwelling and new garage at **2 Walsingham Road East Barsham**. APPROVED.

9.2. To receive and consider new applications

10. Open Spaces

10.1. Play Area:

10.1.1. Weekly inspections

10.1.2. Annual inspection report:

- Pedestrian gateway: cut back encroaching vegetation or trees. **Completed.**
- Goal posts – do not fill shakes but monitor and sand back any splintered edges as required;
- Goal posts and Balance beam: check base of timbers through the year for signs of decay
- Toddler swing – reglue and fill gaps and joints between tiles: central leg loose in ground (lift tiles to check extent of corrosion and secure loose post)
- Adult fitness equipment – signage required: **Signage for use is in place on the equipment.**
 - Double rower – replace missing cap; remove graffiti
 - Air walk – descale rust

10.2. Allotments

10.3. Defibrillator

11. Financial Matters

11.1. To approve the bank reconciliation:

- Receipts since 6 July:
- DD & SO payments since 6 July: salary and on-costs
- Balances as at 4 September:

Current Ac **£1216.94**; Savings Ac **£2669.15**; Playing Field Ac **£458.85**

11.2. Payments to approve

Payee and detail	amount	date
• Hingley Agricultural Services (1 x cut Aug)	£ 72.00	10/08/26
• Clerk (admin & travel expenses Aug - Sept)	£ 34.36	

12. Employment

- 12.1. Salary increase for 2026-27. The National Joint Council (NJC for Local Government Services has agreed a 3.3% increase across all NJC pay points, together with a 3.3% increase to relevant allowances. The new rates should be applied retrospectively from 1 April 2026.

- SCP 19 increased to £17.17 per hour. Back pay for 2026-27 April to August: £23.83 (incl employee's pension contributions £1.31); employer's pension contributions £4.65.
- Changes to standing order instructions to the bank to be approved.

13. Correspondence – circulated via email

14. Receive items for report or for the next agenda

14.1. Setting the Budget and Precept for 2027-28

15. To confirm the date of the next meeting: **9 November 2026** at 7:30 pm in the Granary.