

# Minutes of Ingoldisthorpe Parish Council Meeting held in the Church Hall on Wednesday 4 March 2026 at 7pm



**Present:** Parish Cllrs Wilson (Chairman), Beynon, Heffer, Kelly, Johnson, Newland, Outibridge, Redwood and Wallace.  
Borough Cllr Bubb and the Clerk.

## 1. APOLOGIES FOR ABSENCE.

County Cllr Dark.

2. **APPROVE MINUTES OF THE LAST COUNCIL MEETING** – the minutes of the meeting held on 4 February 2026 having been previously circulated, were accepted as a true record & signed.
3. **RECORD DECLARATIONS OF INTEREST IN ANY ITEMS TO BE DISCUSSED** – Cllr Heffer advised of an interest in the planning item. Cllr Kelly advised of an interest in the Ingoldisthorpe Sports and Social Club (ISSC).
4. **ALLOW PUBLIC PARTICIPATION** – there were no members of the public present.
5. **MATTERS ARISING FROM PREVIOUS MINUTES** – there were no matters arising from the previous minutes.

## 6. AGENDA

- a) **Update from the County Council & the Borough Council** – the Clerk advised that Cllr Dark had written confirming the County Council elections would now take place in May 2026 with the pre-election period commencing on the 27 March 2026. Cllr Dark had confirmed that he would not be standing in the election.

*Planning* – Cllr Bubb advised that the Borough Council were making representations about proposed changes in the national planning legislation that would make the process more undemocratic.

*Dog Waste* – Cllr Bubb advised that the Borough Council collected approximately 52,000 bags of dog waste from bins annually. Cllr Bubb being concerned about climate change was seeking clarification on whether this waste could be used in a food digester to generate energy.

*Members Fund* – Cllr Bubb advised that there was still £500.00 remaining in the local Members Fund for 2025/26 and encouraged the ISSC to submit an application.

- b) **Highway Matters** — the Clerk confirmed that the additional yellow chevrons outside the school had still not been marked out. The Head Teacher had written to the Highway Department urging the works be undertaken now that the weather was improving.

Cllr Wallace raised concerns that the dead tree on the highway verge opposite the entrance to Davy Field off Lynn Road had still not been removed. Cllr Wallace was concerned that it was coming to the end of the tree planting season. There was a discussion about the Council planting a new tree adjacent to the existing dead tree and Cllr Wallace offered to purchase a Rowan tree. The Clerk expressed reservations as permission had not been granted from the landowner. Following further discussions, it was agreed that Cllr Wallace purchase and plant a new tree on the highway verge.

- c) **Update on the allotments** – the Clerk advised of the works undertaken to identify and repair a number of small water leaks that Anglian Water had detected on the site.
- d) **Update on ISSC** – Cllr Kelly advised that works to install a disabled toilet at the clubhouse were well underway and the upgrading of the kitchen area in the clubhouse was scheduled to commence in the near future. Cllr Redwood confirmed that a meeting had been convened in March 2026 to undertake the annual inspection of the clubhouse.
- e) **Update on pursuing first registration of Recreation Ground** – the Clerk advised there had been no further update on the first registration of the Recreation Ground.

## 7. PLANNING

**Discuss any applications** – Cllr Outibridge introduced the item with three planning applications having been received and provided images of the proposed plans:

- i. 26/00287/F - Charing Cross Brickley Lane Ingoldisthorpe King's Lynn Norfolk PE31 6PF

- New attached garage and conversion of the existing garage into new bedroom, ensuite and study. It was confirmed that the proposals were for single storey extensions.

- ii. 26/00292/LB - The Old Hall The Drift Ingoldisthorpe King's Lynn Norfolk PE31 6NR - Application for listed building consent for change of use of outbuilding to single holiday let (part retrospective). Cllr Outibridge confirmed this was an existing building.

It was agreed that these works fell within the approved planning policy agreed by the Council and no comments would be submitted by the Parish Council.

- iii. 26/00298/F - Samphire Developments Norfolk Container Storage Coaly Lane Ingoldisthorpe Norfolk - Proposed application to relocate 12No previously approved storage containers and installation of additional 13 containers. It was agreed that the containers were not visible from the main road and therefore no comments would be submitted to the Borough Council.

## 8. FINANCE

- a) **Payments for February 2026** – the Clerk had previously circulated an updated bank balance and schedule of payments and receipts for February 2026. The payments presented and one late payment were approved.

### Accounts

Bank Account	Feb-26	Feb-25
Current	1237.18	2361.28
Deposit	8729.93	16339.48
Allotment	1626.89	1201.99
Agnes Bigge	10.00	10.00
<b>TOTAL</b>	<b>11604.00</b>	<b>19912.75</b>
Difference vs. last yr:		<b>-£8,308.75</b>

\*includes £63.07 CIL funding

### Ingoldisthorpe Parish Council Transactions February 2026

A/C	Description	Supplier	Period	Payment Type	Gross (£)	VAT (£) portion
Current	Clerk's basic salary	Clerk	Feb	BACS	482.60	0.00
	Clerk Expenses (mileage)	Clerk	Feb	BACS	14.85	0.00
	Income Tax and NI Clerk	HMRC	Feb	BACS	148.53	0.00
	Street Lighting Maintenance	K&M Maint	Feb	BACS	164.68	7.84
	Street Lighting Electricity	npower	Feb	DD	24.95	4.16
	Soup and Dessert Event	Ingoldisthorpe WI	Feb	BACS	80.00	0.00
	Annual Subscription	Norfolk PTS	Mar	BACS	192.00	32.00
	<b>Total</b>					<b>1107.61</b>
Allot	Refund for Plot 26 - gave up tenancy	Tenant	Feb	BACS	50.00	0.00
	Fittings to repair water leaks new taps and compression stop cock.	Clerk	Feb	BACS	74.38	12.39
	Maintenance of allotment grass/MOG	Mr R. Reed	Feb	BACS	250.00	0.00
<b>Sub Total</b>					<b>374.38</b>	<b>12.39</b>
<b>TOTAL</b>					<b><u>1481.99</u></b>	<b><u>56.39</u></b>

**Receipts received January 2026**

<b>A/C</b>	<b>Description</b>	<b>Payee</b>	<b>Period</b>	<b>Number</b>	<b>(£)</b>
<b>Allot</b>	Rental Income Plot 15A	Various	2026	N/A	20.00
<b>Total</b>					<b>20.00</b>

b) **Clerks Annual Review of Salary** – the Chairman introduced the item and advised that he was recommending that the Clerks hourly rate be increased from SCP 25 to SCP 26. This was agreed and the Clerk thanked the Council.

**9. CORRESPONDENCE**

The Clerk advised of correspondence received from a resident of Sandy Lane concerned about the condition of the unmade road and whether it could be adopted. The Clerk had explained to the resident that the Parish Council had no powers with regards highway matters and that it was a matter for the County Council. Cllr Wallace advised that on Smithy Road, also an unadopted road, local residents were responsible for paying for maintenance. There was a general view that it was for the residents of Sandy Lane/Sandy Crescent to pursue adoption of the road.

An email had also been received about maintenance of the new defibrillator on the Church Hall. Cllr Kelly agreed to liaise with the church about arrangements in place for maintaining the defibrillator at the ISSC.

**10. RECEIVE ITEMS FOR THE NEXT AGENDA** – none were received.

*Meeting closed at 19:22hrs*

**Next meeting Parish Council Meeting: Wednesday 1 April 2026 at 7.00pm at the Church Hall.**