

WINFARTHING PARISH COUNCIL
Minutes of the Parish Council meeting held on
Monday 5 October 2026 at 7.30 pm at
Winfarthing Village Hall, Hall Road, Winfarthing IP22 2EJ

Councillors Present: Cllr Richard Steel (Chair), Cllr Lynne Rogers, Cllr David Rix, Cllr Eric Cole, Cllr Peter Mackay, Cllr Jono Smith,(1 vacancy)

In attendance: Karen Rix (Clerk)

Members of the Public (MOP): 6

1. **To receive and consider apologies for absence**
None received
2. **To receive or update any declarations of pecuniary interest**
None received
3. **To approve minutes of previous meeting held on 24 August 2026**
Minutes were proposed by Cllr Rogers, seconded by Cllr Cole, unanimously approved and signed by the Chair as a correct record.
4. **To consider any matters arising from minutes (not covered by an agenda item)**
None received
5. **To receive an update on actions from previous minutes**
September 2025
 - **Item 14.4 - Clerk** to circulate an Emergency Plan template to all councillors, and **Item 14.5 - Clerk** to circulate an Action Plan template to all councillors – **It was agreed as these items had been deferred for over a year they should be removed from the action list.****July 2026**
 - **Item 11.6 - Clerk** to investigate the cost of installing a footpath map on the glebe land. **The Clerk advised that two quotations had been obtained for an A1 size lectern style information sign. Depending on the material used and finish required, costs ranged from between £750 to £1000. Project was discussed further under agenda item 12.6.****August 2026**
 - **Item 12.3 - Cllr's Steel and Rix** to investigate additional locations and brackets for Speed Awareness Monitor. **Ongoing**

All other actions were completed or were set as an agenda item.
6. **To receive questions or comments from members of the public.**

An MOP raised a concern about a possible planning breach at a property in Hall Road. Cllr Steel advised the MOP that at this stage it was not a matter for the parish council and they should raise any concerns directly with the planning department at South Norfolk Council (SNC). The MOP also raised a query regarding the existence of a footpath behind the

Signed Chair

Date

properties in Diamond Close. Cllr Smith confirmed that having consulted the definitive map a footpath did not exist in that location.

7. To receive a report from County and District Councillors

County Cllr Thomas submitted a report which can be found with these minutes.

County Cllr Thomas had also provided two additional documents with her report, one detailing the new Reform administration's achievements during the first 100 days in office, and another outlining Reform's priorities for Norfolk. A copy of these can be requested from the Clerk – clerk@winfarthingparishcouncil.gov.uk

Cllr Cole asked if there was an update on the missing cats eyes from Short Green. County Cllr Thomas advised that this was being investigated.

Cllr Cole reported that when the road resurfacing took place on Short Green, the Highways team tidied up the grass verge but then left all the rubbish on his fields. Cllr Cole advised that it had been reported but it had not been collected. County Cllr Thomas asked Cllr Cole to provide the reference number for the job so it could be followed up. Cllr Cole asked who was accountable for overseeing and signing off NCC Highways work. County Cllr Thomas reported that the new Reform administration had discovered that contracts had been very poorly raised and managed. Moving forward there would be significantly more scrutiny and accountability.

County Cllr Thomas asked for Cllr's comments on the Traffic Regulation Order proposing to introduce a new road layout and a 20 MPH speed restriction at the entrance to the new Norfolk Homes site in Heywood Road/Burstons Road Diss. Cllr's agreed this was a sensible proposal as currently the corner at the junction of Heywood Road and Burstons Road was very dangerous.

District Cllr Easter was not present but had submitted a report prior to the meeting which can be found with these minutes.

In an additional update, District Cllr Easter had emailed the Clerk advising that SNC would be distributing the new Food Waste Caddies this month and that the first food waste collection would be 9 November 2026.

District Cllr Easter also provided responses to questions asked at the previous meeting by Cllr Cole:

- What was the cause of the foul smell coming from the drains in Diss? - When the drains were laid water traps were put in and as a consequence the smell from the sewerage pipe seeps upward. This would be a costly repair.
- Will there be another SNC Big Litter Pick and who will be responsible? – A litter pick would take place in 2027 and James Riseborough at SNC would be responsible for co-ordinating the event across the area.

Signed Chair

Date

8. To receive the Clerk's report and update on correspondence

- The Clerk advised that the National Joint Council for Local Government Services had agreed the new pay scales for 2026/27 and that these took effect from 1 April 2026. A copy had been circulated to all Cllr's prior to the meeting.
- Cllr Rogers advised that the village hall had received a booking form South Norfolk Police regarding their quarterly Community Policing meeting to be held on Saturday 10 October at 2 pm. An MOP confirmed this had also been shared on Facebook. The Clerk agreed to re-share the post on the Winfarthing village Facebook page.

Action: Clerk to re-share advert for South Norfolk Police Community Policing meeting to the village Facebook page.

- The Clerk advised that all other correspondence had either already been discussed or was listed as an agenda item.

9. FINANCE

9.1. To approve payments (C)

Payment Type/ Cheque No	PAYEE	DESCRIPTION	AMOUNT	VAT
100353	K Rix	Sept Salary	351.84	
100354	HMRC	PAYE	25.40	
100355	Winfarthing Village Hall	Room Hire	165.00	
100356	Parish Online	Cllr GOV.UK emails	192.00	32.00
100357	SNC	Dog bin subscription and emptying	356.40	59.40
100358	Norwich Diocesan board of Finance	Glebe land rent	10.00	
		Total	1100.64	91.40

Payments were unanimously approved.

9.2. Receipts (B)

DATE	RECEIVED FROM	DETAILS	AMOUNT
			0.00
		Total	0.00

9.3. To receive a report from the Responsible Finance Officer

DETAILS	CR	DR	BALANCE
Cash book balance brought forward: A	5209.03		
Receipts in Sept 26 (listed above): B	0.00		
Payments in Sept 26 (listed above): C		1100.64	
Cash book balance carried forward (A+B-C) Community Account Balance			4108.39

Signed Chair

10. To discuss implementation of Gov.UK emails for all councillors

The Clerk provided all Cllr's with their new email address and temporary passwords. The Clerk advised that she would send a follow up email with instructions on how to register and how to use other apps to access their emails. Cllr's agreed to register before the 23 October 2026 and that the new addresses would be used from 1 November 2026. This allowed the Clerk one week for testing. The Clerk offered to support Cllr's with the process as required.

Action: Clerk to send email registration instructions to all Cllr's

11. To comment on planning applications

11.1. Application: 2026/2473

Applicant: Mr Polianskij

Location: Wilderness Farm Short Green Winfarthing Norfolk IP22 2EE

Proposal: Variation of condition 2 - amended design of existing applications 2019/1166 & 2019/1167 (Conversion of barn to new dwelling including cartlodge and conversion of cowshed to annexe ancillary to proposed dwelling) Date of decision 16/08/2019 Application Type: Removal/Variation of Condition (S73 / S19)

Councillors had no comments to add.

11.2. To receive and discuss any updates on application no. 2025/0004 - Mill Road

No further updates.

11.3. To receive and discuss any updates on application no. 2026/1872 – Mitchell's Yard

The Clerk advised that Atlas Children's Homes had been given the opportunity by SNC planning department to submit additional responses following the release of the new National Planning Framework. They were also invited to respond to the numerous concerns raised about the application. Upon receipt of Atlas Children's Homes additional information, SNC had then approached the parish council and other consultees for their comments.

The Clerk explained that a short extension to the response submission date for this ongoing consultation had been agreed by Hannah Northrop, lead planning officer for the application. Parish Council comments would need to be submitted on 6 October 2026, the day after the meeting. Due to the tight turn around, the Clerk advised that she and Cllr Rix had drafted a response framework for Cllr's consideration. Minor amendments were made to the response following discussion. Cllr's remained firmly against the application and asked the Clerk to submit the agreed response to SNC.

12. To receive and discuss updates concerning parish infrastructure

12.1. CPR/Defibrillator training Saturday 10 October 2026

The Clerk expressed concern at the lack of bookings. Cllr Cole advised he was bringing up to 10 people, other Cllr's confirmed their attendance. It was agreed the training would continue. Cllr Cole agreed to provide coffee, sugar, milk and biscuits. The Clerk agreed to provide tea.

Signed Chair

12.2. Parish Footpaths

Cllr Smith reported a lot of bramble growth on the footpaths. Cllr Steel advised he had cut this back on some path. This work would continue.

12.3. Speed Monitoring

Graphs analysing the data collected from the speed monitors in two locations in Hall Road had been circulated prior to the meeting. The Clerk provided copies for the MOP's to view. The Clerk reported that the police were continuing to receive the data. Cllr's advised that a police speed check was present in Hall Road that evening.

12.4. Winfarthing Town Estate Charity

Nothing to report.

12.5. Maintenance and development of glebe land

Cllr Steel asked if the remaining money from the Norfolk Community Grant could be used to purchase bulbs that could be planted in different locations around the village. The Clerk advised that this was Winfarthing Parish Trust funds and the parish council would need to submit a grant request to the Trust at the next meeting in November. Cllr's agreed that in the meantime the bulbs could be purchased in lieu of the grant from The Trust. Cllr Steel agreed to purchase the bulbs and liaise with Cllr's to help with planting. Cllr's discussed possible locations; under the copper beech tree, outside and on village hall grounds, the glebe land near the village sign. It was agreed bulbs should be planted in a way that would allow the grass to be cut so the planted areas would not look untidy.

Cllr Rogers commented on how important it was that residents of Winfarthing also took pride in their village and did what they could to keep it neat and tidy. The continuing problem of wheelie bins being left on the pavement next to the layby opposite the Hall Road junction was raised as a case in point. The Clerk advised that a complaint and photographic evidence had already been submitted to SNC but was still waiting for a response. Cllr Cole suggested contacting Highways as the bins were obstructing the pavement and causing a hazard for vehicles trying to exit the close opposite the Hall Road junction. The Clerk agreed to report the issue to NCC Highways.

Cllr Cole reported that the 30 MPH signs just before you enter the village from Short Green had corroded and needed replacing. The Clerk agreed to report to NCC.

Action: Clerk to report the wheelie bin obstruction to NCC Highways

Action: Clerk to report corroded 30 MPH signs to NCC Highways

12.6. Application to NCC Parish Partnership Scheme

Following a discussion Cllr's agreed that the lectern style information sign on the glebe land would be a good use of the scheme. The Clerk and Cllr Rix agreed to pursue quotations and confirm with NCC that this would be an acceptable application.

Signed Chair

Date

Action: Clerk and Cllr Rix to pursue quotations for lectern style sign.
Action: Clerk to confirm with NCC that a new information sign on the glebe land meets Parish Partnership Scheme criteria

12.7. Use of flyer to communicate with parishioners

Cllr's agreed to defer this item to the November meeting.

12.8. Burgess Homes development

Cllr Rix showed Cllr's an inappropriate sign that he removed from outside the entrance to the Burgess Homes site. It was agreed to dispose of the sign.

13. To receive items for the next Agenda and confirm date of next meeting

- To discuss Village Litter pick on 22 November 2026
- To discuss the use of a 'Flyer' to communicate with parishioners

Next Meeting: 2 November 2026

Meeting closed 21:30

Action List

August 2026

- **Item 12.3 - Cllr's Steel and Rix** to investigate additional locations and brackets for Speed Awareness Monitor.

October 2026

- **Item 8 - Clerk** to re-share advert for South Norfolk Police Community Policing meeting to the village Facebook page.
- **Item 10 - Clerk** to send email registration instructions to all Cllr's
- **Item 12.5 - Clerk** to report the wheelie bin obstruction to NCC Highways
- **Item 12.5 - Clerk** to report rotten 30 MPH signs to NCC Highways
- **Item 12.6 - Clerk and Cllr Rix** to pursue quotations for lectern style sign.
- **Item 12.6 - Clerk** to confirm with NCC that a new information sign on the glebe land meets Parish Partnership Scheme criteria

September Report to Parish Councils

Margaret Thomas

County Councillor for West Depwade Division

September 2026

Dear Parish Council Chairs, Councillors and Clerks,

I am pleased to provide my September update on matters affecting Norfolk residents and communities across the West Depwade Division.

Local Government Reorganisation

Norfolk County Council has welcomed the Government's decision to halt proposals for a three-council model for Norfolk. The announcement provides greater certainty for residents, businesses and local councils and allows resources to remain focused on delivering frontline services rather than being diverted into structural reorganisation.

This development follows action taken by the new Reform administration, which has sought a judicial review, alongside Suffolk and Essex County Councils, of the Government's proposals.

The County Council continues to maintain that any future arrangements must offer value for money, protect essential local services and ensure strong local representation. In the meantime, the focus remains firmly on supporting communities and delivering services effectively.

New Priorities for Norfolk County Council

Following its first 100 days in office, Norfolk County Council's Cabinet has published a report setting out its assessment of the challenges facing the authority and its priorities for the future.

The full Cabinet report, *Standing Up for Norfolk: The First 100 Days and Priorities for the Future*, can be viewed online via Norfolk County Council's committee papers:

The Council's five priorities are:

1. Putting Norfolk residents first.
2. Growing Norfolk's economy.
3. Keeping Norfolk moving.
4. Building strong communities and places.
5. Running an efficient and effective council.

Early Achievements of the New Administration

The administration reports a number of achievements during its first 100 days in office, including:

- Investment of £1.2 million in Norfolk Fire and Rescue Service.
- Investment of £924,000 in roads and highways.
- Savings of more than £1.5 million through contract renegotiations.
- Savings of more than £300,000 through service changes and efficiencies.
- Savings of £170,000 by stopping non-essential marketing expenditure.
- Introduction of stronger controls on spending and major projects.
- Launch of a review of net zero activity to ensure value for money.
- Trialling innovative technology to repair potholes more quickly.
- Challenging Government proposals for local government reorganisation.
- Support for Trading Standards operations which resulted in five illegal tobacco shops being closed in Great Yarmouth.

Planning and Infrastructure

A recent report from Local Government East has identified wastewater infrastructure capacity as a significant constraint on housing growth across the East of England.

For Norfolk, ensuring that infrastructure keeps pace with growth remains a key priority. Wastewater capacity constraints can affect housing delivery, local development and economic growth, making long-term infrastructure investment essential.

Community Safety

Tackling Illicit Tobacco and Vape Sales

Norfolk County Council's Trading Standards team has continued its successful campaign against the illegal sale of tobacco, cigarettes and vapes across the county, particularly in Great Yarmouth. Working with partner agencies, these intelligence-led operations have targeted premises suspected of being linked to organised criminal activity.

As a result of this work, five illegal tobacco shops in Great Yarmouth have been closed, helping to disrupt the sale of illegal products, protect legitimate businesses and reduce criminal activity within local communities.

The County Council has worked closely with Great Yarmouth councillors, Trading Standards officers, police and other partner organisations to support this activity and respond to concerns raised by residents. This collaborative approach has played an important role in identifying problem premises and tackling issues affecting local high streets.

Members of the public who suspect illegal tobacco or vape sales can report concerns through Citizens Advice, online reporting systems or HMRC. Parish councils may wish to help raise awareness of these reporting routes within their communities.

Rural Service Pressures

Norfolk continues to face the challenges common to large rural counties. Delivering services across dispersed communities presents unique pressures in areas such as adult social care, highways maintenance, school transport and public transport.

The County Council continues to make the case for fair funding that recognises the additional costs of providing essential services in rural areas and ensures that Norfolk residents receive the support and infrastructure they need.

Additional Appointments and Responsibilities

Alongside my responsibilities as County Councillor for West Depwade Division, I have recently been appointed to a number of important roles representing the interests of Norfolk residents:

- Forum Member, Norfolk County Council Local Access Forum.
- Member of the Council of Governors, the James Paget University Hospitals NHS Foundation Trust.
- Trust Partner Governor, the Norfolk and Suffolk NHS Foundation Trust.

These appointments strengthen the links between local government, health services and community organisations and help ensure that the interests of Norfolk residents are represented across a range of county-wide bodies.

As Deputy Cabinet Member for Adult Social Care, I am currently involved in reviewing the Council's adult social care strategy and forward planning priorities. This work is helping to inform budget setting for the next financial year and will ensure that resources are directed towards supporting vulnerable residents, maintaining independence and meeting the increasing demands being placed on adult social care services across Norfolk.

As part of my role, I have also been promoting a range of new services and initiatives designed to support residents to live independently for longer. These include community-based support, preventative services, supported housing and extra care

provision, all of which help people remain active within their communities while reducing unnecessary pressure on hospital and residential care services. Supporting innovative and sustainable approaches to care remains a key priority as we prepare for future demand and financial challenges.

Recent Engagements and Activities

Alongside these appointments, I have continued to represent Norfolk County Council at a range of events and community initiatives across the county.

- Attended the groundbreaking ceremony for the new Thorpe St Andrew Independent Housing Scheme, marking an important investment in housing and independent living opportunities for older residents.
- Attended the opening of the new Drug, Alcohol and Mental Health Community Hub at St Xavier's Yard, Anglia Square, which provides joined-up support services for residents requiring specialist help.
- Officiated at the RM2 Excellence in Leadership Awards, recognising leadership, innovation and achievement.
- Continued to represent Norfolk County Council through a range of radio interviews, promoting new developments, initiatives and opportunities within Adult Social Care.
- Continued to highlight and promote new Adult Social Care services, helping residents access support that enables them to remain independent and connected within their communities.
- Initiated discussions with Norfolk County Council's Digital Services team to improve digital access and connectivity in rural communities. As part of this work, I have been highlighting the importance of tackling digital exclusion, improving access to online services and raising awareness of the challenges faced by rural residents. I will continue to champion this issue across Norfolk County Council to help ensure that digital connectivity remains a priority for communities, businesses and access to public services.

Local Issues

East Pye Solar Planning Application Consultation

One of the most significant local issues currently affecting residents across the division is the proposed East Pye Solar development.

A public examination of the application is due to take place at Dunston Hall on 15, 16 and 17 September.

I have applied to speak on behalf of local residents at the examination, where I will raise concerns relating to the potential impact on residents' health and wellbeing, the local environment and the financial implications of the proposal.

I remain firmly opposed to the East Pye Solar proposal and to large-scale solar developments within this area because of their impact on productive agricultural land, the rural landscape, local communities and the distinctive character of our countryside.

Closing Remarks

I remain committed to working closely with parish councils across the West Depwade Division and welcome hearing about local concerns, community projects and opportunities to improve services for residents.

Yours sincerely,

Margaret Thomas

County Councillor for West Depwade Division
Deputy Cabinet Member for Adult Social Care
Norfolk County Council

Email: margaret.thomas@norfolk.gov.uk

COUNTY COUNCILLOR REPORT – OCTOBER 2026

Margaret Thomas County Councillor for West Depwade

Highways continue to be a key issue for local residents. Norfolk County Council is trialling a new repair system called Roadmender, which treats cracks and road defects before they develop into potholes. The aim is to provide quicker, more durable repairs, minimise disruption and make better use of taxpayers' money.

The County Council has also published its initial [budget proposals for 2027/28](#). Rising demand for adult social care and children's services continues to place pressure on finances, and the Council is consulting on a range of proposals aimed at protecting frontline services while closing a projected funding gap.

Key proposals include:

- Earlier intervention and neighbourhood support to reduce demand for adult social care
- More support for children to remain within or return to family networks, alongside expanded family help services
- Higher income from infrastructure fees and charges

Adult social care remains an important priority. The national [Big Conversation on Care](#) is seeking views from residents to help shape future care provision. This complements Norfolk's ongoing work to support people to live independently and remain connected to their local communities for longer. [\[caseycommi...sion.co.uk\]](#), [The Big Conversation on Care | The Casey Commission](#)

Public health initiatives are also expanding across the county. New self-service health check stations have been introduced, allowing residents to access free health assessments, including blood pressure, heart rate and lifestyle indicators, together with personalised advice and signposting to support services.

Norfolk Fire & Rescue Service recorded its busiest month ever in August, attending 1,295 incidents following an exceptionally hot and dry summer. The increase was largely driven by fires across the county, including incidents in Kenninghall and other rural locations.

Young people across Norfolk have benefited from a range of summer activities organised by the County Council's youth support team. Nearly 1,700 young people took part in programmes designed to build confidence, improve wellbeing and provide positive opportunities, particularly for those at risk of isolation or exploitation.

There are also several [funding opportunities](#) available for community organisations. Grants are currently being offered to support community facilities, local projects and renewable energy initiatives. Parish councils and local groups may wish to explore whether these opportunities could benefit their communities.

Finally, the County Council has adopted its new "[Standing Up for Norfolk](#)" priorities, focusing on supporting vulnerable residents, improving roads and transport, strengthening communities, encouraging economic growth and ensuring value for money. These priorities will help shape the Council's work over the coming years.

Local Issues and Community Representation

Alongside these county-wide developments, I have continued to represent residents and communities across West Depwade on a range of local issues, including major planning applications, road safety, rural infrastructure and adult social care transformation.

- I recently attended the Planning Inspectorate examination hearings for the proposed East Pye Solar Farm and spoke on behalf of local residents. I raised concerns about the difficulties many people have faced engaging with the process and the confusion and stress this has caused. During the issue-specific hearings, I highlighted the lack of assessment of the cumulative impact that multiple large-scale energy developments could have on residents' mental health and wellbeing, as well as their potential impact on local services. I am pleased that the Planning Inspectorate agreed that this issue should be scoped back into the examination. I will continue to make representations throughout the process, liaise with the Block East Pye Solar campaign group and remain firmly opposed to this application.
- I also recently raised concerns at the County Council's Planning and Infrastructure Select Committee regarding Anglian Water's compensation process for affected farmers. I highlighted the complexity of the arrangements and the additional stress and uncertainty this can create, particularly for tenant farmers, and called for a simpler and more transparent approach.
- As Deputy Cabinet Member for Adult Social Care, I continue to play an active role in helping to drive the transformation programme currently taking place across Norfolk. This work is focused on improving outcomes for residents, supporting greater independence, delivering services closer to communities where possible, and ensuring best value for money across the adult social care sector.
- I continue to liaise with highways officers on speed reduction measures and wider road safety concerns across the division.
- I am also working with digital services to support improvements in both digital connectivity and digital skills across Norfolk, helping to ensure rural communities are not left behind.
- In addition, I continue to make representations on behalf of residents regarding planning applications where there are significant local concerns, ensuring community views are fully considered throughout the planning process.

Please contact me if you wish me to raise any concerns or issues on your behalf.

Margaret Thomas
County Councillor for West Depwade
Email: margaret.thomas.cllr@norfolk.gov.uk

District Councillor report August September

Another quiet month at SNC due to holidays and the time of year. The summer is over and the heatwaves have finally died out, just lots of rain and bad weather to look forward to.

LGR update

LGR has been withdrawn by the Government. The County Council and the District Councils of Norfolk will continue as at present until the Government decides to bring it back again although it is not expected to happen until after the next General Election.

Im not sure whether or not there will be a Mayoral elections next year or not, we know the Prime Minister is very keen on them so they may take place.

District Council elections will take place in May 2027, I wont be standing for re-election. If anyone wishes to stand in these elections to become a District Councillor please speak to me so your name can be put forward.

Planning

The Government has issued the National Planning Policy Framework. It may be read in full at WWW.Gov.uk. This sets out the government's policies for plan-making and for making decisions on development proposals in England and how these are expected to be applied.

Local Plan Update

The results of the call for sites will go into the public domain at the end of this month. It doesn't look good. Every site that has ever been opposed has a developer putting it forward, 2 major ones in Wymondham, pretty much all the land between Hethersett/Little Melton/ Bawburgh/Cringleford, a massive chunk of Poringland and Trowse, plus plenty of others. It is just the developers punting at this stage, nut its going to make a lot of noise, we need to push heavily against this as Labour are pushing more houses on us whilst London builds nothing.

Pylons

The examination of the proposal by National Grid by the planning inspectorate has now concluded, they have now 3 months to make a decision and then it goes to the Secretary of State who has 3 months to make a final decision.

Food Waste

The roll out of food waste collection has not been without its problems although most have been ironed out now. It has been considered to be a successful process as some 40 tons of food waste were collected from those areas already in the scheme. These are mainly larger housing areas e.g. Wymondham etc.

The delivery of food caddies to our rural areas is expected in late Sept with the collection being in mid to late Oct. It is anticipated that the amount of food waste collected will considerably lower than in towns.