# BRIDGHAM PARISH COUNCIL

**MINUTES** of the Parish Council Meeting held on Tuesday 15 September 2026 commencing 7.30 pm at Bridgham & Roudham David O'Neale Memorial Village Hall.

**Councillors Present**: Cllr P Graham (Chair), Cllr M Dennis, Cllr C Evans and Cllr D Gilks

**Also in attendance:** Sara Campbell & 0 members of the public

1. **To apologies received from:**
   Cllr R Wright

2. **To approve the minutes of the Parish Council Meeting held on 28 July 2026**
   The minutes of the Parish Council Meeting held on 28 July 2026 (pages 1-3 of 3) previously circulated to all members, were unanimously agreed and signed by the chair.

3. **To receive declarations of interest and requests for dispensations for disclosable pecuniary interests or other interests:**
   None

4. **To receive questions or comments from the parishioners:**
   None

5. **To receive the reports from the District & County Councillors:**
   None

6. **To receive the Clerks Report:**
   The Clerk updated the council on the following:
   * Email received from Norfolk County Council regarding the Parish Partnership scheme for 2027/28, match funding for small highways projects.
   * Email from Clearscape to that the cuts will be completed as follows – 1 more in September and remaining 3 cuts spread out across October and start of November.
   * A request for horse grazing – the parish council do not own any land.

7. **To agree the Clerk £26.00 per month Working from Home Allowance:**
   It was unanimously agreed not to offer the clerk a Working From Home Allowance.

8. **To agree to pay the SLCC subscription for the Parish Clerk**
   Cllr agreed to pay the annual subscription to the SLCC

9. **To consider Clerk's hours:**

The Clerk requested an additional hour per week to have the time to move projects forward. Councillors requested that the Clerk keep a timesheet for 3 months and then review again.

**10. Playing Field**

**10.1. To consider the recent report from ROSPA following the inspection of the play equipment and what action the Parish Council need to take:** Clerk updated the council on her meeting with NGF Play and Urban Forestry. The Council will consider when the written reports have been received.

**10.2. To receive an update on the request from East Harling Football Club to use the football pitches for youth matches:**
Due to the lack of running water at the playing field the football club are unable to play matches there, so are no longer interested.

**10.3. To receive an update of possible funding for a Trim Trail –** no specific update will be considered with 10.1 above

**10.4. To receive and update on the suggestions received at the Annual Parish Meeting for additional play equipment –** no specific update will be considered with 10.1 above

**11. To receive an update on the EICR required at the Village Hall -**
The work has been undertake and the certificate received. Certificate circulated to councillors.

**12. To consider the recent report by the Village Hall Committee regarding a leak in the roof at the village hall and possible water damage at the hall:**
The village hall have reported that there is a leak in the roof of the village hall which has soaked the insulation and caused the ceiling to fall – get quotes for repair.

**13. To receive an update on the repairs to the store cupboard at the village hall –** No update.

**14. To receive an update on the repair of the damage to the village hall steps - No update.**

**15. PLANNING**

**15.1. To consider a response to the Breckland Local Plan Regulation 19 Consultation, particularly in relation to the proposed 6,00 homes at Larling and** Roudham: Following a discussion Councillors agreed that the Clerk would respond to the consultation and raise the following significant issues:
Water
Electricity
Schools
Health
Transport links
Travellers & Traveller sites

**15.2. To comment on any current planning applications:**
None



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**15.3. To receive an update on any previous planning applications:**
None

## 16. FINANCE

### 16.1. Approval of payments to be made

**Payments (C)** Unanimously approved

| PAY Date | PAYEE | DESCRIPTION | ACTUAL AMOUNT |
|---|---|---|---|
| 31/8/2026 | Unity Trust | Charges July | 7.00 |
| 7/8/2026 | Npower | Electricity July | 37.52 |
| 15/09/2026 | NPower | Electricity August | 44.71 |
| 15/09/2026 | Sara Campbell | Salary | 175.90 |
| 15/09/2026 | HMRC | Month 5 PAYE | 43.80 |
| 15/09/2026 | Sara Campbell | Salary & Expenses | 238.70 |
| 15/09/2026 | HMRC | Month 6 PAYE | 56.20 |
| 15/09/2026 | Village Hall | Hall Hire January - August 2026 | 100.00 |
| 15/09/2026 | Clearscape | Invoice 1212 | 203.33 |
| 15/09/2026 | Andrew F Maguire | EICR Village Hall | 120.00 |
| 15/09/2026 | Unity Trust | Charges August | 7.00 |
| | | | |
| | | | |
| | | **TOTAL** | **1,034.16** |

### 16.2 Receipts (B)

| Date | Account | Received From | Amount |
|---|---|---|---|
| | Unity | Breckland Council | 107.77 |
| | | | |
| | | | |
| | | **TOTAL £** | **107.77** |

### 16.3 Responsible Finance Officer's Report:

| Details | CR | DR | |
|---|---|---|---|
| Cash Book Balances Brought Forward **Community Account & Unity Account TOTAL A** | **4,862.92** | | |
| Receipts this month (Community Account & Unity Account )(listed above): **B** | **107.77** | | |
| Payments this month (Unity & Community) (listed above): **C** | | **1,034.16** | |
| Cash Book Balance Carried Forward (=A+B-C-D) **Community & Unity Account Balances** | | | **3,936.53** |
| **Business Premium Account Balance Receipts (listed above) B** | | | **5,280.11** |

**16.4 To consider an Internal Control Working Group:**
It was agreed that two councillors will undertake the internal control checks at each meeting and this responsibility will be rotated.

**17. To receive items for the next Agenda:** Repair of the donated sign

**18. To agree the proposed time and date of the next parish council meeting:**
The next Parish Council meeting will be held on **Tuesday 20 October 2026** at **7.30 pm**.

Meeting Closed at 21:35 pm

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