

Great Ellingham Parish Council
Minutes of the Annual Parish Council Meeting of the Parish Council
held at the Recreation Centre on Wednesday 20 May 2026 at 7.30pm

Present: Cllr P Ewin (Chair), Cllr I McDonald, Cllr T Mellor, Cllr S Mellor, Cllr H Mellor & Cllr P Bonner

In attendance: Parish Clerk, 7 members of the public (+ 1 at 8.05pm)

1. **To Elect the Chair**- Cllr S Mellor proposed that Cllr P Ewin be re-elected as Chair and was seconded by Cllr T Mellor
2. **Chairman's Welcome** - The Chair welcomed everyone to the meeting.
3. **To receive apologies for absence** – Apologies were received from Cllr C Blanchflower
4. **To receive any declarations of interest on any item on the agenda** – None received
5. **To confirm the Minutes of the meeting on 15th April 2026** – The Minutes were confirmed to be an accurate record of the meetings and signed by the Chair.
6. **Open Forum – an opportunity for any parishioner to speak on parish matters and to hear reports from District and County Councillors (15 Mins)** –
 - Neither the District or the County Councillors were present, but a report was available from the District Councillor
 - A member of the public requested an update on the 30 MPH zone as reported at the last meeting – Cllr McDonald responded to say this was paperwork to confirm the existing 30MPH & 20MPH restrictions as already in place.
 - A member of the public asked the Parish Council's response to the Persimmon Homes public meeting to be held the following evening – it was confirmed that there had been no planning application to respond to, but members of the Parish Council would be attending.
7. **To report matters arising not on the Agenda and to hear the Chair's Report** – The Chair reported his feedback would be covered by points further in the Agenda.
8. **To receive reports from Councillors and/or Clerk** – Cllr Bonner asked about the response from ChitChat for new members of the Speedwatch Team – the Clerk confirmed they had been asked, but was unaware of the response.
9. **Open Forum – an opportunity for any parishioner to speak on planning matters (15 mins)**
 - This was covered in the earlier public participation.
10. **To consider responses to planning applications, previously circulated –**

Appendix 2: Consultation

PL/2026/0511/FMIN – Erection of a single-storey extension to a detached curtilage building and associated works Lombard House Anchor Corner, Little Ellingham, NR17 1JY – as this is outside the Great Ellingham boundary no discussion took place.

11. **To receive the financial report and consider the following payments** – All were agreed.

Rec Centre – May mtg	£27.80
Carol Bailey – Internal Audit	£90.00
NALC Subscription	£306.57
NPTS – Grant Funding Training – P Ewin	£48.00

12. **To receive an update on the traffic calming along Long Street** : The Chair reported on the response received from Highways to confirm this was still being considered and action was likely to be repeater 30 roundels, SLOW carriageway painting and new SAM 2 sign. A member of the public reported speeding vehicles and were advised to obtain registration numbers and report to the Police.
13. **To receive an update on the new Village Hall** : The Chair reported the working group between the Village Hall Committee and the Parish Council was to be resurrected. The S106 Agreement was stuck between Breckland and Norfolk Councils and the Chair had written to Cllr Suggitt to try to expedite the signing of the Agreement. The developers were equally frustrated at the delay.

Great Ellingham Parish Council
Minutes of the Annual Parish Council Meeting of the Parish Council
held at the Recreation Centre on Wednesday 20 May 2026 at 7.30pm

14. **To discuss the local re-organisation of the councils :** Cllr T Mellor reported the 3 unitary option was being worked on.
15. **To consider items from Councillors: to be received by the Clerk in advance of the meeting :**
 - a) Cllr McDonald receipt of a £500 Sparks Grant to assist with the publication costs of the resurrected “Pump”, which was hoped to be coming out in June. He will be circulating ideas for the Parish Council entry in the magazine shortly.
 - b) Cllr Bonner reported the bins were hoped to be sited the following Tuesday 26 May.
 - c) Cllr P Bonner reported on the Biodiversity Audit/Policy. Cllr T Mellor suggested some amendments and Cllr Bonner was to engage with possible community engagement and the Wildlife Trust - **ACTION: Cllr Bonner**
 - d) Cllr Bonner confirmed a free audit of the Bus Shelter had taken place and was found to be structurally sound. Some repairs needed to be carried out and quotes to be obtained - **ACTION: Cllr Bonner**
16. **To discuss responses to Places for People and Persimmon Homes :** Persimmon Homes were holding the public meeting the following evening and Places for People had requested a meeting with the working group in early June.
17. **To discuss re-location of the dog mess bin :** Due to the food truck being present on a Friday evening the dog poo bin should be relocated – quotes to be obtained **ACTION: Chair**
18. **To discuss “Ducks Slow” signs :** Investigation to take place regarding purchase and siting of Ducks Slow signs along Long Street - **ACTION: Chair**
19. **To discuss new Parish Councillor member co-option :** No election had been requested, so the Council are to advertise for two new councillors **ACTION: Clerk**
20. **To Receive the Audited Accounts and Review the Auditor’s Report :** the Clerk was congratulated on the accounts and auditors report – no other comments were noted.
21. **To sign the AGAR Form :** All Councillors, having read all the statements on page 5 of the AGAR form, were happy to sign the form.
22. **To adopt/discuss the following Policies :**
 - a. **Grant Award Policy** – Cllr T Mellor to circulate some amendments to the Clerk - **ACTION Cllr T Mellor**
 - b. **Internal Control Policy** – following the auditors comment, the Internal Control Policy was circulated and all were in agreement to adopt.
 - c. **Biodiversity Policy** – This had been covered under Item 15 c).
23. **To consider all correspondence received : all circulated :**
 - a. The overgrown bushes on Mill Lane was reported to Highways.
 - b. Advertising of Wayland Show on the Website was agreed – **ACTION: Clerk**
24. **To confirm the date of the next meeting as Wednesday 17 June 2026 at the Recreation Centre commencing at 7.30pm.**

Meeting closed at 8.35pm