

Strumpshaw Parish Council

Minutes

Annual Council meeting held at 7:30 pm on Tuesday, 19 May 2026 at Strumpshaw Community Hall, Mill Road, Strumpshaw. NR13 4FS

Present: Ellie Buckton (Chair), Russ Blake (Vice Chair), Brian Jones, Tina McAulay, and Bob Morgan.

In attendance: Tanya Rowlandson (Clerk). Members of the public: five, including Jan Davis (County Councillor and District Councillor) and Eleanor Laming (District Councillor).

1. Election of Chair

Cllr Ellie Buckton was elected unopposed and signed the Declaration of Acceptance of Office.

2. Election of Vice Chair

Russ Blake was elected unopposed.

3. Apologies

All parish councillors were present.

4. Declarations of Interest for Items on the Agenda and Dispensations for Councillors with a Pecuniary Interest

Cllr Bob Morgan declared a non-pecuniary interest in Item 12 (Buckenham Ancient Woodland Trust) and Item 19 (Norfolk Wildlife Trust). No dispensations were requested.

5. Minutes of the meeting held on Tuesday, 17 March 2026

These were agreed as a true record of proceedings.

6. Matters Arising

None.

7. Receipt of reports from County and District Councillors, followed by the Public Open Forum

County Councillor's Report

Cllr Jan Davis presented highlights from his written report. He noted ongoing highways issues across the division and confirmed he is prioritising building a working relationship with Highways engineers. He will meet them at the North Area Depot in Aylsham on 2 June.

District Councillor's Report

Cllr Eleanor Laming presented highlights from the district councillor's report.
Copies of both reports are attached to these minutes.

Public Open Forum

- **Member of Public 1**

Raised concerns about building works and lorry access near the Hemblington Road bridge. This has been reported to Highways.

- **Member of Public 2**

Reported difficulty for buggy users accessing the Community Hall due to planters and stones narrowing the path.

Post-meeting note: Planters were moved back and stones swept clear, restoring access.

8. Chair's update (Cllr Ellie Buckton)

- Update awaited from Brundall Men's Shed on completion of village gateways.
- Long Lane trod grass to be cut before the Steam Rally.
- Proposal to reinstate the village fete to raise funds for Strumpshaw PCC.

9. Appointments to Committees and Assignation of Responsibilities

9.1. Committees and Responsibilities

- Community Hall Committee: Cllr Tina McAulay
- Allotments: Cllr Bob Morgan (lead), supported by Cllr Brian Jones
- Armed Forces Covenant: Cllr Russ Blake
- Noticeboards: Cllr Ellie Buckton and Cllr Russ Blake
- Trustee to Buckenham Ancient Woodland Trust: Cllr Bob Morgan

9.2. Strumpshaw Trust - Parish Council Nominated Trustees

Hilary Hammond and Cllr Tina McAulay were nominated and appointed as the Parish Council's nominated trustees to the Strumpshaw Trust.

10. Community Hall Committee

An update from Sarah Cartwright was received and is attached to these minutes.

11. Speed Awareness Message Sign (SAM2)

A report from Bob Hunt was previously circulated. Monthly results continue to be published on the Parish Council website.

12. Buckenham Wood (Cllr Bob Morgan)

Buckenham Ancient Woodland Trust (BAWT)

Northern path works finishing shortly. Gates, cycle racks, and interpretation boards installations to follow. BADCOG continue sycamore removal and dead-hedging to restrict access to informal paths.

12.1. Terms of reference - Buckenham Wood Working Group

Approved. Cllr Morgan will contact Cheryl Grace to explore engagement with the school and other youth groups on ideas for the woods.

12.2. Yare Valley Rotary

Council noted potential support from Yare Valley Rotary for biodiversity projects in Buckenham Wood and/or the parish's Roadside Nature Reserves.

12.3. Buckenham Ancient Woodland Trust - Trustee

Cllr Bob Morgan was appointed as the Parish Council nominated trustee.

13. Community Emergency Plan

Deferred due to the absence of the Emergency Plan Coordinator (Bob Hunt).

14. Allotments - Annual Inspection

The Annual Allotments Inspection will take place on Wednesday 15 July at 7:30pm.

15. Finance

15.1. Internal Auditor's Report 2025/26 and Annual Reviews of Internal Control & Internal Audit

The Internal Auditor's report was received and noted. No concerns were raised. The Annual Reviews of Internal Control and Internal Audit were considered and noted.

15.2. Accounts for Year Ending 31 March 2026

The accounts for the year ending 31 March 2026 were approved.

15.3. Annual Governance Statement 2025/26

The Annual Governance Statement 2025/26 was considered and approved, and the Clerk and Chair were authorised to sign.

15.4. Accounting Statements 2025/26

The Accounting Statements 2025/26 were considered and approved, and the Chair was authorised to sign.

15.5-15.7. Payments, Income, Bank Reconciliation and Reserves

The schedules of payments and income, the bank reconciliation reports, and the reserves position were circulated prior to the meeting. Council noted the income received, approved the payments, and noted the bank reconciliation and reserves.

- 16. Neighbourhood Plan**
 The referendum result (7 May 2026) was noted:
- YES: 299 (86.92%)
 - NO: 41 (11.92%)
 - Turnout: 60.03%
- The Plan is now part of the statutory Development Plan. Thanks, were recorded to the Steering Group and Rachel Leggett & Associates. BDC will adopt the Plan on 21 May; the Broads Authority will consider adoption on 24 July.
- Subsequent agenda item relate to prioritising community action projects.
- 17. Annual Reviews**
 The revised Clerk job description was approved.
- 18. Clerk Update**
- 18.1. Parish Partnership Scheme 2026/27 - Village Gateways**
 The Council’s £1,350 contribution was paid on 20 April. Scheduling of works from Highways is awaited. A £200 donation will be made to Brundall Men’s Shed on completion of the final set of gates.
- 18.2. Norfolk County Council Bus Shelter Scheme 2026/27**
 Council noted the opening of the scheme requiring a 20% parish contribution. Previous estimates for a shelter opposite The Huntsman were £5,000-£7,000. £3,338.27 remains in Neighbourhood Plan reserves (subject to final invoices), sufficient to meet the £1,400 contribution. A shelter at this location has strong community support and is a Neighbourhood Plan action project.
 Resolved: to apply and for the Clerk to contact the Highways engineer to progress the project.
- 19. Roadside Grass Cutting and Roadside Nature Reserve**
 A resident contacted Cllr Bob Morgan raising concerns about recent grass cutting on one of the RNRs. Cllr Morgan followed up with NCC and Norfolk Wildlife Trust. Council noted potential for a future project to highlight and promote the three RNRs, including improved signage and information, with possible support from Yare Valley Rotary. Contractors have GPS mapping of RNRs to guide correct management.
- 20. Big Broadland Litter Pick**
 The planned event on 17 May could not proceed due to insufficient support. Council will consider holding more regular litter-picking sessions or establishing an annual event ahead of the May Bank Holiday Steam Engine Rally.
- 21. Community Action Projects and Council Priorities**
 Council resolved to progress the new bus shelter on Norwich Road (opposite The Huntsman) as a priority project. With the Council operating two members short and limited interest in co-option, priorities for the next 1-3 years will be reviewed against the Neighbourhood Plan’s community action projects. A call for volunteers will be included in *Parish News* and on Facebook.
- 22. Date of Next Meeting**
 Tuesday, 21 July 2026 at 7pm, Buckenham and Hassingham Social Club.
Note: change of venue and time.

The meeting closed at 9:05pm

Chair’s Signature.....

Date.....