

INGWORTH PARISH COUNCIL

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Minutes of the Meeting of Ingworth Parish Council held on Tuesday 26th May 2026 at 7:00pm, in the Reading Room, Ingworth

Present: Mr Ian Sims, Mrs Belinda Northey, Mrs Tracey Yardley, Mr Steven Anderson, Dr John Scott, Mr Miles Clayden, Cllr J Toye.

In attendance: Colin Studholme (Clerk).

26/1 Appointment of Chairman for 2026-27 – Mrs Northey proposed Ian Sims as chairman, seconded by Dr Scott. All in agreement.

26/2 Appointment of Vice-Chairman for 2026-27 – Mr Sims proposed Mrs Yardley. Seconded by Mrs Northey, all in agreement.

26/3. To sign the Declaration of Office form – to be signed before or at the next meeting.

26/4. Apologies for absence – Ian Sims, District Councillor J Toye.

26/5. Declarations of Interest – Mr Sims, Mrs Northey, Mrs Yardley, Mr Anderson, Mr Clayden, Dr Scott: Friends of Ingworth Church.

26/6. To agree the minutes of the Parish Council meeting held on Thursday 26th February 2026 – The minutes of the meeting on 26th February 2026 were approved and signed.

26/7 Co-option of Councillor – Mr Paul Stobart had expressed an interest in joining the parish council. After discussion Mr Sims nominated Mr Stobart as a council member to fill the outstanding vacancy. This was seconded by Mr Clayden with all in agreement. Thereafter Mr Stobart completed the relevant paperwork and joined the meeting.

26/8 Matters Arising – The garden waste bin had gone missing and a new one was on order. The Clerk was to purchase a green waste adhesive sign for the new bin.

26/9 Open Forum for Public Participation – None.

26/10 To receive reports from District and County Councillors – Cllr Toye updated members on key issues relevant to Ingworth parish including Local Government Reorganisation, initiatives to combat homelessness, welfare support for those with oil-fired heating, trial BT information hubs which may provide free wi-fi in rural areas and the poor mobile phone signal experienced in many parts of North Norfolk. He also reported on progress in getting empty homes back in use. Mr Sims thanked Cllr Toye for his help in progressing the transfer of the playground to the parish council. In the absence of Cllr Callum Ringer, the new county councillor covering Ingworth, Cllr Toye agreed to follow up with him the cost of carry out a traffic survey which had been proposed at the recent meeting with the Highways Engineer.

26/11 Updates on Standing Items

- (a) Reading Room – The National Trust had carried out an electrical check on the Reading Room but the results were unknown as yet. The proposed drainage work along the Street had been approved but it was unsure when work would start.
- (b) Playground – A meeting with a NNDC contractor to cost the replacement of the boundary fencing had been postponed and was to be rescheduled. Renata Garfoot at NNDC had reported that the necessary investigations and consultations required before the playground could be transferred were underway and all being well the transfer would happen by the end of the year. There was discussion about the fencing along the boundary between the playground and No 1 Banningham Road. The original boundary is the responsibility of the owner of No1, but NNDC had historically erected a fence just inside the playground parallel to the original fenceline. It was agreed that NNDC should follow the original boundary when installing the new fencing, and that future management should be the responsibility of the owner of No.1 There was discussion about a replacement picnic bench and whether a concrete pad would be required for a new bench. Mrs Northey was to send the details she had for new tables to Mr Sims.
- (c) Village Green – There was discussion about the log seat, and it was agreed that the rotting bark should be removed and if necessary, wedges installed to stabilise the log. Dr Scott agreed to remove the rotting bark. The village sign was very faded but it was agreed that, as it is made of copper, it should not be painted but restored appropriately. Mrs Northey would try to contact the person who made the sign originally. Mrs Northey also suggested that some information about the history of the parish could be put on the back of the sign.
- (d) Highways Issues/SAM – A meeting had been held with Cllr Saul Penfold and Mr LeMay, the Highways Engineer, to discuss speeding through the village. The meeting had been unsatisfactory as no solutions were suggested other than a traffic survey. Mr Clayden considered that such a survey was not necessary to get action on speeding given the evidence that had already been collected. Mr Anderson was to send the SAM data to the police beat officer with the aim of the police setting up a speed camera to monitor vehicle speeds. If necessary, a formal letter was to be sent to County Council Highways Department complaining about the lack of action despite strong evidence of consistent excessive speeding through the village. The support of the National Trust, who had apparently been successful in getting the speed limit outside Blickling Hall reduced to 20mph, was to be sought. As Mr Anderson would soon be moving out of the parish another volunteer would be required to move the SAM and download the data.
- (e) Windfarm Projects – The route of the cables laid was slowly being restored.
- (f) Friends of Ingworth Church – Mr Sims gave an update on church matters. The rethatching of the roof above the chancel and the nave was scheduled for late summer.
- (g) National Trust Liaison – Mr Sims had attended the stakeholder meeting held on 18th May

26/12 Correspondence – None.

26/13 Policies - None. Financial Risk Management scheduled for review at the August 2026 meeting.

26/14 Finance Report

(a) To receive the Internal Audit report and recommendations – the Internal Audit report was discussed and its recommendations noted and actions scheduled. The Clerk was to investigate the anomaly regarding the increase in the value of the asset register and report to the next meeting.

- (b) To approve and sign the Annual Governance Statement 25/26 – the Annual Governance Statement was approved by members and signed by the Chairman.
- (c) To approve and sign the Accounting Statements 25/26 – the Accounting Statements were approved by members and signed by the Chairman.
- (d) To declare the Parish Council exempt from external audit – the declaration form had been previously circulated. The Council did not reach the income/expenditure threshold which triggers an external audit, and it was resolved to declare the Council exempt. The form was signed by the Chairman.
- (e) To set the Public Rights period for the inspection of the accounts – the documents were to be available for inspection between 3rd June and 14th July 2026
- (e) To appoint an internal auditor for 2026/27 – Mrs Jo Boxall had confirmed that she would be able to carry out the audit next year and her appointment was approved.
- (f) Cashbook and Bank Reconciliation as at 31st March 2026 – these were agreed by members and signed by the Chairman.
- (g) Schedule of payments for authorisation/ratification – The following were approved, and payment authorised:

Payee	Item	Amount
May 2026		
Colin Studholme	Salary and allowance	£124.48
Zurich Insurance	Insurance renewal	£214.00
Jo Boxall	Internal audit	£ 75.00
30 th April – Unity Trust Bank DD	Bank Charges	£ 7.00
23 rd April – Valda Energy DD	Reading Room Electricity	£ 15.15
5 th May – Robert Slaughter	Grass Cutting	£ 72.00
April 2026		
Colin Studholme	Salary and Allowance	£124.48
31 st March – Unity Trust Bank DD	Bank Charges	£ 7.00
23 rd March – Valda Energy DD	Reading Room Electricity	£ 13.79
March 2026		
Colin Studholme	Salary and Allowance	£122.98
Colin Studholme	Microsoft 365 pc software	£ 84.99
28 th February – Unity Trust Bank DD	Bank Charges	£ 6.00

26/15 Planning Matters – None.

26/16 Items for next meeting - None

26/17 Date of Next Meeting: The next meeting was agreed as THURSDAY 27th AUGUST at 7.00pm in the Reading Room

26/18 Close of Meeting – the Chairman closed the meeting at 8.25pm.

Signed: (Chairman). Date:

Colin Studholme, Clerk to the Council, 29th May 2026