



Meeting Minutes

Meeting of Mileham Parish Council

Thursday 4th September 2025 at 6.30 pm, Mileham Village Hall

Parish Councillors present: Cllr Angela Teague, Cllr Nick Clowe, Cllr Clair Haswell, and Cllr Rosie Smith.

Also present: The clerk Nea Horsford, Cllr Mike Kiddle-Morris and nine members of the public.

Cllr Teague opened the meeting at 6.30 pm.

1. To receive apologies for absence.

No apologies received.

2. To receive declarations of interest in items on the agenda and consider any requests for dispensation.

None.

3. To approve the minutes of the parish council meeting held on the 24th June 2025.

The minutes of the meeting held on Tuesday, 24th June 2025, having been circulated, were taken as read, **AGREED** and signed by the chair.

4. Open forum for Public Participation: an opportunity to hear from members of the public.

A member of the public asked for an update on the Mileham Free School, and Cllr Clowe confirmed that a request had been logged with the Charities Commission to enquire about the site's future use, with a response time of sixteen weeks. One acre of the site was advertised for grazing, but this cannot be taken any further until a response from the Charities Commission has been received. Another member of the public enquired about the ongoing costs for the Old School, and Cllr Clowe confirmed that the ongoing costs are minimal.

The parish council was thanked by Muriel Harmer for the gift of Muriel's Bench, and she enquired about the plaque. It was **AGREED** that the clerk should investigate this matter.

A member of the public enquired if there was an update on the Tittleshall Junction. Cllr Kiddle Morris confirmed that it would be too expensive to change the junction. The clerk confirmed she had written to the coach company and Highways expressing the concerns of an accident hotspot.

September 2025

Page | 8

Signed

Date

There wasn't an update on the damage to Beeston Road, and Cllr Kiddle Morris requested the GNQ number, so he could chase.

The council were asked which version of the SAM3 they intended to purchase – vertical or horizontal. Cllr Clowe stated that he did not know there was such an option, and this was probably for speed cameras on a trolley, which the council were not permitted to use, but he would investigate this.

A member of the public informed the council that opposite the post office, there were tree roots growing through the pavement, and this could be a trip hazard. They were told to report this to Breckland Council directly, as the more residents who reported, the more likely it would be rectified. In the meantime, the parish council would report on this occasion.

5. County and District Councillors' report.

5.1. District Councillor's report.

No report received.

5.2. County Councillor's report.

The full report is on the website.

6. Finance

6.1. To note the bank reconciliation (seen in advance).

The council **NOTED** and **AGREED** to the bank reconciliation.

6.2. To note the year-to-date v budget (seen in advance).

The council **NOTED** and **AGREED** the year-to-date v budget.

6.3. To agree payment list and ratify payments made since the last meeting.

The payments were **NOTED** and **AGREED**.

6.4. To note the two new bank accounts – Mileham Free School Charity and Mileham Highways Surveyors Charity.

The two new bank accounts were **NOTED**.

7. Planning (this was discussed before finance due to PL/2025/OMIN)

7.1. To receive an update on application decisions taken by Breckland District Council.

None received.

7.2. To consider any new planning applications and agree comments.

PL/2025/1096/TCA The Street, Mileham. Goat willow reduction by 50%.

PL/2025/1130/OMIN Land south of Litcham Road, Mileham. Outline application for the construction of six new dwellings, including affordable units.

It was **AGREED** to **OBJECT** to the planning application. As there were no changes since the last application. **ACTION** clerk to repeat the same objections as last time. It was also **NOTED** that some of the objections from residents were not showing online.

PL/2025/1231/TCA Nine x large poplar trees along farm driveway and eighteen x large poplar trees on the roadside.

8. Policies for approval.

8.1. Anti-Bullying and Harassment Policy

It was **AGREED** to postpone this until the next meeting.

9. To receive an update on the Biodiversity Policy from Cllr Clowe.

Cllr Clowe presented the new Biodiversity Policy, and it was **AGREED** to adopt this version.

10. To discuss and agree on the transfer and hosting of the parish website to RLS Computing.

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It was **AGREED** to transfer the hosting and design of the Mileham Parish Council website to RLS Computing with immediate effect. **ACTION** to agree on colours and design.

11. To discuss the possibility of a Community Speed Team and agree on the purchase of a SAM3.

Cllr Haswell had received an email from the Community Officer, and she has agreed to help; however, there needs to be more than just the Councillors attending, as the minimum for a Community Speed Team is four to six members. Cllr Smith suggested that some of the speeds recorded could be highlighted on the parish council Facebook page.

The maps where the SAM3 will be positioned have been circulated and sent to Norfolk County Council for agreement before the council can apply for funding.

12. To consider the following meeting dates

The following dates were **AGREED**:

20th January 2026 to request the precept.

31st March 2026.

26th May 2026 Annual Parish Meeting and Annual Parish Council meeting.

28th July 2026.

29th September 2026.

24th November 2026.

13. To agree on the purchase of the Christmas lights.

It was **AGREED** to purchase the Christmas lights within a budget of £100. Cllr Teague will purchase before the next meeting, and the lights will be turned on from 1st December 2025.

14. To receive items for the next meeting's agenda

Flooding update.

Budget.

Book Auditor.

Community Speed Team.

SAM 3 /Parish Partnership Application.

Action for Biodiversity.

Meeting closed at 7.17 pm.

September 2025

Page | 10

Signed

Date