

TACOLNESTON PARISH COUNCIL

Minutes of the Annual Meeting of Tacolneston Parish Council held at Tacolneston Village Hall on Wednesday 13th May 2026 at 7pm.

Present: Cllrs L Pincher (Chairperson), P Butcher (Vice-Chairperson), K Darrell, D Hayward and J Pyle.
Parish Clerk/RFO: D. Wickham
One member of the public.

- | | Minute Ref: |
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| 1. To elect a Chairperson for the forthcoming year.
Cllr Darrell nominated Cllr Pincher. This nomination was seconded by Cllr Butcher and unanimously agreed. Cllr Pincher accepted the nomination and signed the appropriate declaration. | 26/026 |
| 2. To elect a Vice-Chairperson for the forthcoming year.
Cllr Darrell nominated Cllr Butcher. This nomination was seconded by Cllr Pincher and unanimously agreed. Cllr Butcher accepted the nomination. | 26/027 |
| 3. To consider approving any apologies for absence.
Apologies were received from Cllr Spratt. These were approved by the Council. | 26/028 |
| 4. To receive declarations of interest on any items to be discussed.
There were none. | 26/029 |
| 5. Public Participation.
a) A report from District Cllr Carsok was circulated to the Council prior to the meeting. Cllr Darrell suggested applying for a grant to enable the linoleum in the village hall to be replaced. This was AGREED by the Council. Cllr Butcher would make the application on behalf of the Council, who would then donate the linoleum to TAFRA, if the grant application were successful.
b) A representative of Tacolneston Carpet Bowls Club raised an issue in relation to its use of the village hall. Cllr Pincher explained that the Council did not operate the hall, and Cllr Butcher recommended the club followed the published complaints procedure. | 26/030 |
| 6. To approve and sign the minutes of the Parish Council meeting held on 11th March 2026.
Having been circulated to the Council prior to the meeting, it was unanimously AGREED that the minutes were approved as a correct record. | 26/031 |
| 7. To receive any updates from the Media and Communication Working Group.
There were none. | 26/032 |
| 8. To receive any updates from the Pylons and Solar Working Group.
There were none. | 26/033 |
| 9. To appoint a Council representative to the TAFRA Management Committee.
Cllr Butcher nominated Cllr Darrell, and this was seconded by Cllr Pincher. The Council unanimously AGREED to appoint Cllr Darrell, who accepted the role. | 26/034 |

Signed:

Date:

10. **To appoint a Tree Warden and a Footpath Warden and to discuss the Footpath Audit.** 26/035

The Council unanimously **AGREED** to appoint Mr J Darrell as Tree Warden and thanked him for his endeavours. The Council unanimously **AGREED** to appoint Mrs J Hayward as Footpath Warden and thanked her for volunteering for the role and for her work compiling the Footpath Audit, which the Council adopted.

11. **To review arrangements for delegation to the Clerk.** 26/036

It was unanimously **AGREED** that, where it had not been possible to obtain any necessary extension from the District Council to allow a planning application to be considered at the next Parish Council meeting, the Clerk would, having consulted with the Parish Council, make the necessary response or convene an extraordinary meeting of the Council.

12. **To identify any training opportunities.** 26/037

There were none.

13. **Planning Applications:** 26/038

There were none.

14. **Financial matters.** 26/039

- a) The bank reconciliation was reviewed and approved.
- b) The Internal Auditor's report for the year ending 31st March 2026 was considered and noted.
- c) The accounts for the year ending 31st March 2026 were agreed.
- d) The Council **AGREED** to exempt itself from an external audit for the year ending 31st March 2026.
- e) The Council considered the assertions on, and completed, the Annual Governance Statement 2025/26 and authorised the Clerk and Chairperson to sign the form.
- f) The Council considered and approved the Accounting Statement 2025/26 and authorised the Chairperson to sign the form.
- g) Following receipt of the invoices the following payments were approved:

Payee	Detail	Net	Vat	Gross
D Wickham	Clerk's Expenses March & April	£83.75	£0.55	£84.30
D Wickham	Clerk's Salary May*	£366.95		£366.95
HMRC	Clerk's PAYE and NI May	£98.06		£98.06
D Wickham	Clerk's Salary June	£367.15		£367.15
HMRC	Clerk's PAYE and NI June	£97.86		£97.86
Clear Councils	Insurance Renewal 2026/27	£889.95		£889.95
TAFRA	Hall Hire 11.03.26	£17.00		£17.00
Robin Goreham	Internal Audit 2025/26	£75.00		£75.00
Ribbonsdale Nurseries	Grounds Maintenance	£475.36		£475.36

*Includes one pay point increase following annual review.

15. **To consider purchasing a replacement defibrillator cabinet.** 26/040

Cllr Hayward reported that he had managed to resolve the faulty lighting in the cabinet, so purchasing a replacement cabinet was currently unnecessary.

Signed:

Date:

16. **To adopt the 2026 Information Audit.** 26/041
Having been circulated to the Council prior to the meeting it was **AGREED** that the document was duly adopted.
17. **To discuss a donation of play equipment to TAFRA.** 26/042
Cllr Pincher explained that TAFRA wanted to replace the old play equipment. Cllr Butcher noted that £33,000 had been raised to date for this purpose. The Parish Council was asked to consider funding the replacement of the old fencing surrounding the play area, and a new path from the car park to the play area. Two quotes had been received and a third was pending. The Council **AGREED** to accept the quote from NGF Play (subject to receipt of the third quote) and to fund the works.
18. **To consider any quotes and grant funding opportunities in relation to the thatched bus shelter.** 26/043
Cllr Darrell had contacted a number of thatching apprentices but had not received any responses. Cllr Butcher offered to obtain quotes from builders in relation to demolishing the shelter, tiling the roof or installing a sedum roof. Cllr Pyle noted that a grant from District Cllr Carsok may be available for this purpose.
19. **To confirm the date of the next Parish Council meeting as Wednesday 8th July 2026 at 7pm.** 26/044
This was confirmed.

The meeting ended at 8.15pm

Signed:

Date: