

LITTLE ELLINGHAM PARISH COUNCIL

Minutes of the Parish Council Meeting held on Wednesday 1st July 2026 at 7.30pm at Old School Hall, Little Ellingham

In attendance: Cllrs Alex Fitzgerald (Chair), Peter Griffiths & Ian James.

Members of the public: 1

Clerk: Mrs L Cracknell

1. Open Forum

A resident reported odour from Wood Lane, Banham Poultry, that an easterly wind is affecting Anchor Corner, it was reported that complaints are being made directly to the Environment Agency by residents. It was noted that assistance from George Freeman MP has ceased, Clerk to collate evidence base and email George Freeman MP.

Asbestos reported in ditch near public footpath, details to be shared with Clerk.

As concerns were also raised about HGVs accessing the site via Anchor Corner, the relevant planning consent will be checked for any traffic routing conditions.

2. Applications for co-option for the 1 vacancy

None received.

3. Apologies for absence

Apologies were accepted for Cllr Jo Shad due to work commitments.

4. Register of Interests

None.

5. Minutes

The minutes of the Annual Parish Council meeting held on 6th May 2026 were APPROVED as a true and correct record of the meeting and signed by the Chair.

6. Financial Update

6.4 A bank reconciliation to 30.6.26 was RECEIVED.

6.5 An accounts update was RECEIVED.

6.6 The payments list was APPROVED.

Company	Description	Net	Vat	Gross
PAYMENTS				
Village Hall	Hall Hire 1/7/26	£13.00	£0.00	£13.00
Microsoft	Annual family 365 subscription (Refund L Cracknell)	£87.49	£17.50	£104.99
ICO	Annual subscription	£47.00	£0.00	£47.00
CAS Insurance	Annual Insurance policy	£296.99	£0.00	£296.99
TTSR	Grounds Maintenance Inv 2 of 4	£233.79	£46.76	£280.55
Unity	Service Charge 31/5/26	£7.00	£0.00	£7.00
Unity	Service Charge 30/6/26	£7.00	£0.00	£7.00
Unity	Service Charge 31/7/26	£7.00	£0.00	£7.00
Unity	Service Charge 31/8/26	£7.00	£0.00	£7.00
Staff Costs	Month 3 & 4 & 5	£771.84	£0.00	£771.84
Dell	New Dell laptop	£290.83	£58.17	£349.00

7. Planning

7.1 Planning applications from Breckland District Council, none received.

8. Newsletter

- 8.1 To consider items for Volume 78, to be published end of July 2026, draft was approved, the church will send an update, Cllr I James to write a short article regarding the insurance response to tyre swings and also feasibility of official play equipment. Advertise the new website & Facebook Page.

9. Highways & Open Spaces

- 9.1 Update on recent highways reports, Cllr I James continues to monitor reports, anything not actioned by highways to be sent to Clerk to also report to Highways.
- 9.2 The SAM2 report was circulated by Cllr A Fitzgerald, and second new battery has been ordered.
- 9.3 It was reported that vehicles have been parked and driving across The Green. It is a registered village green, it is not appropriate to park or drive, notice to be included on the newsletter and Facebook Page.
- 9.4 It was noted that the clerk had contacted Highways to request removal of the bus stop sign, as it is no longer an active bus stop.
- 9.5 To consider any further actions regarding the tyre swings, the insurance companies' response recommending removing the tyre swings due to liability and create a risk assessment. The risk assessment was APPROVED.

10. Policies & Administration

- 10.1 Update on the new laptop, this has been ordered awaiting delivery.

11. Correspondence

- 11.1 Enquiry from resident regarding a children's playpark, it was AGREED to investigate funding options, feasibility and relating costs to installing children's play equipment.

12. Updates and discuss any actions relating to Pilgrim Food's.

Awaiting response regarding a site visit.

13. Items for the next meetings agenda.

To be sent to the Clerk by Monday 24th August at the latest.

14. Dates of next meetings, beginning at 7.30pm at Old School Hall.

Wednesday 2nd September 2026, 7:30pm Parish Council Meeting
Wednesday 4th November 2026, 7:30pm Parish Council Meeting
Wednesday 6th January 2027, 7:30pm Parish Council Meeting

Signed:

Dated:

Item 6.4 Bank Reconciliation

Little Ellingham Parish Council		
Prepared by L Cracknell 1/7/2026		
Bank Balance @ 1/4/2026	£	6,200.87
Plus Cashbook Income	£	4,236.72
Minus Cashbook Expenditure	£	2,703.67
Plus Payments not yet processed	£	626.74
Minus Income not yet received		
Cashbook Balance @1/7/26	£	8,360.66
Bank Balance @ 30/6/26	£	8,360.66
Difference	£	-

Item 6.5 Accounts Update

Little Ellingham Parish Council
Accounts for Year Ended 31st March 2027
Actual @ 1/7/26

	Actual	Actual	Budget	Budget / Expenditure Comparison 2026/27
	2025-26	2026-27	2026-27	
Income				
Precept	£ 7,344.37	£ 3,856.27	£ 7,712.54	-£ 3,856.27
VAT recovered	£ 745.96	£ 380.45		£ 380.45
Interest	£ -	£ -		£ -
Grants received	£ -	£ -		£ -
Rix Petroleum	£ 127.45	£ -	£ 126.00	-£ 126.00
Total	£ 8,217.78	£ 4,236.72	£ 7,838.54	-£ 3,601.82
Expenditure				
Chairmans Allowance	£ -	£ -	£ -	£ -
Hire of Hall	£ 96.00	£ 26.00	£ 100.00	£ 74.00
Insurance	£ 315.51	£ 296.69	£ 350.00	£ 53.31
Clerk: Salary & PAYE	£ 3,080.16	£ 926.24	£ 3,500.00	£ 2,573.76
Admin Costs	£ 773.45	£ 169.49	£ 490.00	£ 320.51
S137 Grants : PCC Grant	£ -	£ -	£ -	£ -
Grass Cutting	£ 842.20	£ 467.58	£ 900.00	£ 432.42
Trees	£ 770.00	£ 300.00	£ 1,000.00	£ 700.00
Donations			£ 250.00	£ 250.00
Audits	£ 100.00	£ 130.00	£ 130.00	£ -
Subscriptions	£ 170.44	£ 77.13	£ 150.00	£ 72.87
Training	£ -	£ -		£ -
Parish Partnership Scheme	£ -	£ -		£ -
Little Ellingham News	£ 185.09	£ 69.16	£ 250.00	£ 180.84
SAM2	£ -	£ 84.00		-£ 84.00
VAT to be reclaimed				£ -
Total	£ 6,332.85	£ 2,546.29	£ 7,120.00	£ 4,573.71
Surplus / (Deficit)	£ 1,884.93	£ 1,690.43	£ 718.54	

Balance Brought Forward	£	6,200.87	
Balance Carried Forward	£	7,891.30	£ 718.54
General Reserves	£	5,000.00	
Earmarked Reserves	£	1,300.00	
Total Reserves	£	6,300.00	