

BARTON BENDISH PARISH COUNCIL

Minutes of Ordinary Parish Council meeting held on Wednesday 14th January 2026 commencing at 7.30pm in Barton Bendish Village Hall

Present: Cllr R Simon, Cllr A Stephen (~~in the chair~~), Cllr P Swallow, Cllr S Tilburn (in the chair)ⁱ, Cllr T Webster

Sharon Sweet - Parish Clerk

Borough Councillor – Sue Lintern

No members of the public were in attendance

1. To receive apologies for absence

Apologies received from Cllr Chapman and Cllr Wells

2. To receive Declaration of Interests and any requests for dispensation

None.

3. To agree the minutes of the last meeting on 12th Nov 2025

Agreed as an accurate record and signed by the chairman of the meeting.

4. Public forum for members of the public to comment on agenda items, and updates from Borough and County Councillors

No members of the public in attendance.

Borough Cllr Lintern gave a verbal update to the meeting, which included information regarding Department of Culture Youth Project Funding, career and apprenticeship event at the Corn Exchange on 10th Feb at 10:00 am to 12:00 pm. Borough Councillor Lintern also outlined her work to improve borough communications, encouraging Members to help promote borough news and events locally.

5. Highways

a) To note the update from NCC regarding overgrown hedge on Fincham Road:

“A site visit has been carried out. NCC is currently confirming tree ownership and will contact relevant landowners to cut back overhanging trees. Issue resolved on site.” - Members noted the update. It was felt this did not fully resolve the matter and that road safety concerns remained. Borough Councillor Lintern offered to raise the matter with County Councillor Long. The item will be carried forward to the next meeting.

b) To note that the new grit bin on Boughton Long Road was not filled during NCC’s November refill and to receive any available update - The Clerk had contacted County Councillor Long regarding this matter, who advised that a replenishment order had been raised and that this should resolve the issue shortly.

6. Defibrillator

a) To note the replacement defibrillator has been installed at the village hall and registered with The Circuit. The warranty has been registered & extended to 10 yrs – Noted.

b) To consider recycling the old defibrillator with Defib Shop (for details [WEEE Regulations: Electrical & Battery Recycling | defibshop](#)) and approve expenses for postage and packaging – it was **AGREED to recycle the defibrillator and approve reimbursement of postage and packaging expenses. Cllr Webster and the Clerk to arrange.**

7. Governance

a) To review Internal Controls Statement

b) To review Risk Assessment

Chairman signature.....

Date.....

- c) To review updated Asset Register
- d) To review Complaints Policy
- e) To review draft 'council news update' for noticeboards

a)–e) The Internal Controls Statement, Risk Assessment, updated Asset Register, Complaints Policy and draft council news update were reviewed and **AGREED** as presented.

8. Finance

- a) To note Unity Trust Bank charge will increase from £6pm to £7pm from February 2026 – Noted.
- b) To authorise payments and note any monies received - **AGREED** appendix A
- c) To review and sign cash book reconciliation - reviewed and signed by the Chairman of the meeting.
- d) To receive reserves report - reviewed and **AGREED** as presented.
- e) To consider agree the budget 2026-27 and set the Precept 2026-27 - Members reviewed the draft budget for 2026-27, prepared by the Clerk, which projected total expenditure of £7051.00, anticipated income of £610.00 and recommended a Precept of £6441.00.
It was **AGREED** to set the 2026-27 budget at **£7051.00** and the Precept at **£6441.00**
Applying the updated tax base figure of 102.2, this represents an increase of £1.50 per annum for a Band D household compared to 2025-26.

9. To consider planning applications received from the Borough Council for consideration at this meeting (none received). Any applications received after the issuing of this agenda will be considered at the meeting.

None received.

10. To note planning decisions from the Borough Council of King's Lynn and West Norfolk:

- a) 25/01642/CU Change of Use from Class E(g)(i) / E(g)(ii) (Office/Research) to Class E(a) (Hair and Beauty Salon) at The Old Workshops Fincham Road Barton Bendish KINGS LYNN Norfolk PE33 9DL – application permitted.
Decision noted.

11. To receive items for inclusion on the next agenda

- To review Councillor contact information on the website and noticeboards

12. To consider advance booking of Barton Bendish Village Hall for parish council meetings 2027: 13th Jan; 10th March; 12th May; 7th July; 1st Sept; 10th Nov

Dates for 2027 were **AGREED**.

13. To confirm date of next meeting as Wednesday 11th March 2026 7.30pm for the Annual Parish Meeting, immediately followed by the Parish Council meeting both at Barton Bendish Village Hall

The date as above confirmed.

Meeting closed: 7.56pm

Appendix A

Payments for Jan 2026

Unity Bank	£ 12.00	BACS	bank charges (Dec & Jan)
S Sweet	£1119.30	SO	clerk salary & WFH allowance (Nov, Dec Jan)

To note receipts since last meeting:

Chairman signature.....

Date.....

BB/FC/25/014

Unity Trust £56.27 Interest

ⁱ Prior to approval of the minutes correction to 'in the chair' made at the council meeting 11th March 2026

Chairman signature.....

Date.....