

## **BARTON BENDISH PARISH COUNCIL**

Minutes of Ordinary Parish Council meeting held on Wednesday 11<sup>th</sup> March 2026 commencing at 7.31pm in Barton Bendish Village Hall

Present: Cllr W Chapman (Chairman), Cllr R Simon, Cllr P Swallow, Cllr T Webster, Cllr D Wells

Sharon Sweet - Parish Clerk

Borough Councillor – Sue Lintern

No members of the public were in attendance

**1. To consider apologies for absence**

Apologies received from Cllr Stephen and Cllr Tilburn.

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

None.

**3. To agree the minutes of the last meeting, 14<sup>th</sup> January 2026**

With one amendment, 'in the chair' to be corrected to Cllr Tilburn, the minutes were agreed as an accurate record. The minutes were not available for signing at the meeting due to administrative error.

**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 confirming the Borough Council agreed a 2.99% increase for their budget 2026-27; £500,000 had been set aside for local community projects (maximum of £75,000 per application) more information will be available soon; County Councillor elections will be 7<sup>th</sup> May 2026; a 'call for sites' had been issued by the Planning Dept; new library in King's Lynn was due to open the following Monday.

**5. To receive any update regarding overgrown hedge on Fincham Road**

Borough Cllr Lintern to follow up with County Councillor Long.

**6. To consider any maintenance works required for the village sign and agree a delegated authority budget spend**

After a discussion it was agreed there were no works required at present. Matter closed.

**7. To review Councillor contact information on the website and noticeboards**

It was **AGREED** to display Cllr names with all contact via the Clerk.

**8. To agree renewal of Scribe accounting software**

It was **AGREED** to renew the accounting software.

**9. Finance**

- a) It was noted that Cllrs Simon and Tilburn had been added to the banking mandate for viewing accounts and authorising payments
- b) The payments were **AGREED** and monies received noted, as per Appendix A
- c) The cash book reconciliation and bank statements were reviewed and signed by the Chairman.
- d) A refund of CIL monies from NCC was noted and it was **AGREED** to return these funds
- e) An increase in mobile phone contract from April 2026 was noted (Consumer Price Index Rate plus an additional 3.9% effective from 1 April 2026)
- f) The budget monitoring document and earmarked reserves was reviewed; no concerns were raised.

Chairman signature..... Date.....

- 10. 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.

- 11. To note planning decisions from the Borough Council of King's Lynn and West Norfolk (none received). Any decisions received after the issuing of this agenda will be noted by the meeting.**

None received.

- 12. To receive items for inclusion on the next agenda**

None.

- 13. To confirm date of next meeting, the Annual Parish Council Meeting, as Wednesday 14<sup>th</sup> May 2025 7.30pm Barton Bendish Village Hall**

The date as above confirmed.

**14. Staffing**

The Clerk requested that the NJC pay offer be implemented on an interim basis from April each year, pending national agreement. It was **AGREED** to adopt this approach from April 2026.

Meeting Closed: 8.03pm

**Appendix A**

**March 2026 payments**

|                   |         |      |                                    |
|-------------------|---------|------|------------------------------------|
| Vodafone          | £ 52.80 | DDM  | Mobile bill (Dec-Mar)              |
| BB Village Hall   | £ 57.00 | BACS | Hall hire (Nov-Mar)                |
| Starboard Systems | £191.95 | BACS | Scribe accounting software         |
| S Sweet           | £746.20 | SO   | Clerk salary & allowance (Feb-Mar) |
| Unity Bank        | £ 12.00 | BACS | Monthly bank charge (Feb-Mar)      |

Refund payment:

Norfolk Parish Partnership scheme refund for white gates project £317.61 (CIL earmarked reserve)

Chairman signature..... Date.....