

Minutes of Fincham Parish Council

Wednesday 27th May 2026 at 7:30 pm at Fincham Memorial Hall

Parish Councillors in attendance:

Cllr O'Brien - **Chair**, Cllr Stringer, Cllr Underhill and Cllr Lunan.

Also present: Rob Shaw- PSLCC (Clerk/ RFO)

BC Moriarty, BC Devulapalli and CC Westman and 0 members of the public were present.

26. F 049 Nominations were given for Cllr O'Brien to remain in post as Chair for another year

Proposed – **Cllr Underhill** – Seconded – **Cllr Stringer** – All Agreed – Cllr O'Brien duly signed the Declaration of Acceptance of Office.

26. F 050 Nominations were given for Cllr Underhill to take the post as Vice Chair.

Proposed – **Cllr Lunan** – Seconded – **Cllr Stringer** – All Agreed – Cllr Underhill duly signed the Declaration of Acceptance of Office.

Business to be transacted in accordance with Local Government Act 1972, Sch 12, 10(2) (b)

26. F051 Welcome from the Chair and Apologies for Absence (LGA 1972 s 85(1))

Apologies received from Cllr Saxelby, Cllr Claydon and Cllr Blackmur.

26. F 052 To Receive Declarations of Interest in Items on the Agenda and consider any requests for dispensation. (Localism Act 2011 s 31 s33)

None

26. F 053 To Approve and Sign the Minutes of the Ordinary Meeting held on Wednesday 25th March 2026 (in accordance with Standing Order 12a)

Proposed **Cllr O'Brien** – Seconded – **Cllr Stringer** – All Agreed . The Minutes were duly signed by the Chair.

26. F 054 To Receive Reports from County Councillor and Borough Councillors. (5 minutes each)

CC Mike Westman introduced himself – BC Devulapalli discussed the Wildlife Garden Competition to be held by BCKLWN this year and BC Moriarty mentioned that WEE recyclables were currently not being collected by BCKLWN due to fire at the processing plant and this is currently being worked on and should resume in the future.

26. F 055 Open Forum for Public Participation: an opportunity to hear from members of the public. (10 minutes only in total)

No Public in attendance

Signed _____

Dated _____

26. F 056**Items to note:**

Additional Allotment Land Contract has been received and once signed will be returned .

New Norfolk County Councillor – Mr Mike Westman - mike.westman.cllr@norfolk.gov.uk

Items Noted.

Agenda Items

26. F 057 Bus stop funding was discussed by the Council but at this time, there is no need for improvements due to the lack of a service for the parish – previous studies are to be passed to CC Westman to take up the cause. – **Clerk to Action**

26. F 058 Council discussed potential items for the next newsletter and agreed for it to be published by end of July.

26. F 059 Council agreed that the Roses in the memorial garden are now finished and will be replaced. Suggestions include an Olive Tree, Peace Lilys and Lavender shrubs, Final decision will be made at the next meeting in July. – Clerk to obtain estimates for new plants

26. F 059a To agree on the appointment of Councillors to Working Groups

- a) Biodiversity– Cllr Claydon and Cllr Underhill
- b) Allotments– Cllr Lunan and Cllr O’Brien
- c) SAM 2 – Cllr Underhill, Cllr Lunan and Cllr Saxelby
- d) H&S – To be Split amounts all Councillors
- e) Defib – Cllr Underhill
- f) Police SNAP Meetings – Questions / Comments to be sent to CC Westman
- g) Newsletter – All Councillors

26. F 060 To review, update and adopt for 2026-27 :

Standing Orders

Financial Regulations

Risk Assessment

Reserves Policy

Policies Reviewed and Adopted - Proposed **Cllr Lunan** – Seconded **Cllr Stringer** – All Agreed

26. F061**Planning Consultations:**

New Planning Application Consultations received from Borough Council/NCC.

None Received

Notices of Decision by Borough Council and County Council

None Received

Signed _____

Dated _____

Accounts & Finance including:**26. F 062** To Note Balance of Accounts on 1st May 2026

To Note Balance of Accounts - 1st May 2026		
Unity Current Account		£7,276.07
Unity Savings Account		£20,321.23
Total		£27,597.30

26. F 063 To consider/review the payments for May 2026

Payee	Goods/Services	VAT	TOTAL	DD/EP	Supplier/Service
BCKLWN	227.76	45.55	273.31	DD	Dog Waste
NALC	181.11	0.00	181.11	EP	Annual Subscription
N Power	31.02	1.55	32.57	DD	Street Light Electric
Environment Agency	13.21	0.00	13.21	DD	Regional Flood Charge
HMRC	179.40	0.00	179.40	EP	Month 1 Deductions
Clerk	420.30	0.00	420.30	EP	Clerks Hours - May
Clerk	26.99	0.00	26.99	EP	Clerks Exp - May

26. F 064 To Note money received April & May

To Note Income Received			
HMRC	765.68	0.00	765.68
BCKLWN	6250.00	0.00	6250.00
To Note Income Received			
Late Payment	80.00	0.00	80.00

26. F 065 To Note – Nothing to note**26. F 066** Summary of Accounts presented and approved by Council.

26. F 067 Council resolved to approve Section 1 of the Annual Governance and Accountability Return 2025/26, the Annual Governance Statement (part of the external audit)
Section 1 was duly signed by the Chair and the Clerk/RFO

26. F 068 Council resolved to approve section 2 of the Annual Governance and Accountability return 2025-26 – the accounting statements
Section 2 was duly signed by the Chair and the Clerk/RFO

26. F 069 Council resolved to note and publish the Exercise of Public Rights

26. F 070 Council resolved the CIL Funding Reports to be returned to BCKLWN, and this was duly signed by the Chair and the Clerk.

Signed _____

Dated _____

26. F 071 Bank Signatories were reviewed. Council resolved to add Cllr Lunan to the bank to pre-empt removal of Cllr Stringer in the near future.

Invoices due for payment but received after the publication of the agenda may be considered.

26. F 072 To resolve to move into a closed session, on the grounds of confidentiality in accordance with The Public Bodies Admission to Meetings Act 1960, s.1(2)

Nothing to report this month in closed session.

Administrative.

Allotment working with Justice department was discussed due to change of leadership of the team. Availability will be every other month from July.

Items to be reported – Trees and Shrubs along footpaths within village – Signpost down after fence being hit.

26. F 073 To receive Items for the next meeting agenda by Noon on the **21st of July 2026**

26. F 074 To confirm the date of the next meeting of the Parish Council, scheduled for

Wednesday 29th July 2026 at 7:30 pm at the Fincham Memorial Hall

26. F 075 Close of meeting: - 20:27 (8:27pm)

Any business to be considered at a Parish Council meeting must be delivered to the clerk for inclusion in accordance with Standing Order 9b. Please use the “Agenda Item Request Form” and include as much information as possible including any proposal.

Signed _____

Dated _____