

**MINUTES OF THE MEETING OF
COLBY & BANNINGHAM PARISH COUNCIL
HELD AT THE BANNINGHAM & COLBY COMMUNITY HALL
ON MONDAY 16th FEBRUARY 2026 at 7.00pm**

PRESENT: Mr S Elliot (Chairman)
Mr N Andrews
Mr K Fields
Mr D Holgate
Mrs J Morgan
Mr B van Poortvliet (after item 127(a))

IN ATTENDANCE: Mr C Studholme (Clerk)

124. APOLOGIES FOR ABSENCE

Mrs T Mills

125. DECLARATIONS OF INTEREST AND DISPENSATIONS

None.

126. MINUTES OF THE MEETING HELD ON 19th JANUARY 2026

Approval of the minutes of the meeting held on 19th January 2026 was proposed by Mr Holgate and seconded by Mrs Morgan, with all in agreement. They were signed by the Chairman.

127. MATTERS ARISING

(a) Councillor Vacancy

Mr Bruce van Poortvliet had expressed an interest in becoming a councillor and a brief resume of his interests/skills had been circulated to members. There were no other candidates for the vacancy. His co-option to the Council was proposed by Mr Holgate and seconded by Mr Fields with all in agreement, after which Mr van Poortvliet joined the meeting.

(b) Additional Defibrillator/Training

The training had been held on 14th February with 13 residents attending and was well received. Paul Wooster (the trainer) indicated that Aylsham First Responders could assist in the purchase of a defibrillator and was to contact the Clerk with further details.

128. OPEN FORUM FOR PUBLIC PARTICIPATION

None.

129. REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

None.

130. ITEMS REFERRED FROM PREVIOUS MEETING

None.

131. STANDING ITEMS

1. **Elden's Retreat/Playground** – Weekly inspections of the playground equipment were ongoing and completed forms were given to the Clerk. Three quotes had been obtained from contractors able to carry out the Annual Inspection of the play equipment. After discussion it was agreed that Hags

should be asked to carry out the inspection. The Clerk was to contact them to arrange the inspection.

2. **Village Green** – It was agreed not to plant a permanent Christmas Tree on the Green as at first it would be too small and eventually too large to decorate. There was also the risk of theft. A cut tree would be purchased next Christmas as usual. The grass cutting regime had been much better in 2025 and after discussion it was agreed to continue with the current contractor, Garden Guardian, for 2026.
3. **Allotments** – One plot had been allocated to a resident but the remaining area needed to be divided into plots with physical markers on the ground. The Clerk was to meet with the Chairman to mark the plots after which they would be offered to two residents who had expressed an interest.
4. **Information Centre/Noticeboards/Newsletter** – The Clerk was to produce a new permanent notice for the noticeboards giving meeting dates, names of councillors and other relevant information.
5. **SAM2** – Mr Campbell Jones had fitted a new clock battery to the SAM. A resident had offered to help with monitoring car speeds on the B1145 but the Council does not currently operate a Community Speed Watch Scheme.

132. CORRESPONDENCE/REPORTS/EVENTS

- (a) A resident had emailed suggesting that a bus shelter should be placed on the Village Green, particularly for students waiting for the school bus. The matter had been discussed before and it had been decided then that there was insufficient need as data from Sanders the bus operator indicated that very few people use the bus other than students in the morning. The Clerk was to contact the resident.
- (b) Mrs Jones from Church Close had written to Mr Holgate thanking the Parish Council for arranging the Carols on the Green again last Christmas.
- (c) A resident had complained about cars parking on the bend and the verge opposite the Community Hall when the Hall car park was full. Hirers were to be made aware of the instructions in the Hall User Manual which says that cars should not be parked there. The overflow parking at the rear of the Hall is not usable in wet weather and this needs to be addressed to help solve the problem.
- (d) There had been a complaint about bins been placed in the road outside a property in Long Lane. The Chairman was to speak to the owner.

133. POLICIES

None.

134. FINANCE REPORT

1. SCHEDULE OF PAYMENTS FOR AUTHORISATION

The schedule of payments for February had been circulated and was approved and signed by the Chairman. These were:

PAYEE	DESCRIPTION	AMOUNT
Colin Studholme	Total pay February 2026	£ 496.10
Colin Studholme	Printer Cartridges	£ 37.71

2. BANK RECONCILIATIONS AS AT 31st JANUARY 2026

This was noted by members and signed by the Chairman.

3. THE BANK STATEMENTS AS AT 31ST JANUARY 2026

The Bank Statements were noted as being in agreement with the Bank Reconciliations.

4. CASHBOOK AS AT 31ST JANUARY 2026

The Cashbook was noted as being in agreement with the Bank Reconciliation.

5. SCHEME OF DELEGATION

None.

135. PLANNING MATTERS

1. APPLICATIONS DETERMINED

A Decision had been issued for PF/22/2209: Pond Cottage , North Walsham Road, Banningham. Change of use of detached annex as holiday let. The application had been refused.

2. APPLICATIONS FOR CONSIDERATION

PF/26/0135: Erection of single storey side and rear extension. Tree Tops, Colby Road, Banningham. Councillors had no comment to make on the application.

136. ITEMS FOR FUTURE AGENDA/DISCUSSION ONLY

Council Priorities for 2026.
NNDC food waste collection

137. DATE OF NEXT MEETING

This was agreed for MONDAY 16th MARCH 2026 at 7.00 pm at the Community Hall. It was further agreed that the Annual Parish Meeting would be held on MONDAY 18th MAY at 6.00pm.

138. CLOSURE OF THE MEETING

Following a closed session to discuss the Clerk's salary, the Chairman closed the meeting at 8.15pm.

Signed (Chairman)

Date