

**AGENDA BERGH APTON PARISH COUNCIL MEETING WEDNESDAY 7th JANUARY 2026 AT THE
VILLAGE HALL AT 7.00 PM**

Councillors are summoned to attend the above meeting and all members of the press and public are welcome to attend.

1. To receive apologies for absence and Declarations of Interest.
2. To approve the Minutes of the Parish Council meeting held on 5th November 2025
3. Presentation of County Councillor Kay Mason-Billig and/or District Councillor John Fuller: Parish Report of Kay Mason Billig received on 6th November 2025 as circulated to Parish Councillors and put on the website but not specific to Bergh Apton.
4. To receive any questions or comments from members of the Public on matters on the agenda
5. To report progress on items on the agenda arising from the last meeting (Clerk's Report):
 - (i) Bus Shelter Lighting Work completed, confirmation that this is in good working order following inspections by Sue Price.
 - (ii) Signage for Play Area to be dealt with. Sue Price was speaking with the Parish Council at Alpington as they had a very good sign which was very good to establish where this has been sourced.
 - (iii) Repairs to bus shelter completed by Ed Reynolds who has been paid for this work in the agreed sum of £75.00
 - (iv) Latest position regarding rocks on the play equipment following inspection by Martin Graystone.
6. Update on Lectern Works. John Lester preparing the installation. John Ling's recommendations to delay installation until the spring as per his email of the 9th December 2025 as circulated to the Councillors and John Ling's notification of additional costing for this work from £329.78 to £372.50 (excluding Labour Charges), agreed by Councillors unanimously.
7. Assertion 10 requirements in connection with Agar and adoption of IT policy. Steve Whitby's report following his training as contained in his email of the 9th December and recommendations for compliance. Clerk's Training 22nd January 2026. An Information Audit is apparently required and the Clerk will establish the significance of this at her training. Draft already circulated to Councillors.
8. Request for additional bus shelter at Prospect Place A146
9. Speed on the A146 and Thurton Pedestrian Crossing.

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10. Request from Headway Suffolk for donation. This Charity supports individuals affected by brain injury and their families. **Note that the Councillors voted unanimously by email to decline as resources limited and this is not a local charity.**
11. Request from Lori Lain-Rogers on behalf of BYRUS – Gary Watson provides youth work support for children in school years 5 to 8 (coming from any village in the local area) running Explorers in Thurton with support from local church volunteers. Donations by local parish councils go towards cost of village hall hire and the youth worker.
12. Planning Applications:
 - 12.1. To note the status of all current and recently closed planning applications in the Parish:
 - (a) L Boyle, application for Planning application for 3 sheds and installation of hard standing and entrance gates (part retrospective) Ref 2025/2709
 - (b) J Hemmant Application Change of Use 2024/0499 For events up to 50 at The Winery, Loddon Road, Bergh Apton and Change of use.
 - (c) R Forman's application Lane East of Village Hall Cookes Road. Revised Consultation Date awaited
 - (d) J Gribble application for self-contained living accommodation for family on hard standing adjacent to main dwelling 2025/2823
 - (e) Application by Mr D Theobald for alterations to outbuildings, patio, driveway and parking area at White Willows, The Street 2025/3247
 - (f) Ms Emily Hewkin – Planning Permission for Chage of use of land for educational purposes at Land South of Mill Road Bergh Apton 2025/2623. Council requested extension of time to discuss at this meeting.
 - (g) Philip Lodge application on behalf of Depot T Farrow Construction Welbeck Road 2025/2026 Request for Planning for Steel Framed storage building
 - (h) 2025/1397 Full planning permission with conditions granted on 23rd December 2025 for demolition of The Cottage at Threadneedle Street.
 - 12.2. Any planning applications which are pending the Council making comments?
 - 12.3. Consider any Planning Applications that come in after agenda is posted.

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13. South Norfolk Village Clusters Plan. Notice of hearing commencing 13th January 2026. Councillors referring to Minutes from Meeting on 1st March 2023 in respect of this matter in association with proposed blockworks planning proposals.
14. Targeting introduction of 30 MPH on the Street – Update and next steps.
15. Biodiversity Report: Tree Survey Report awaited. – Update from Hugh Porter/Sue Price
16. New Community Engagement Officer – Following inviting our local beat officer PC K Cadwell, she is unable to attend either the January or March parish council meetings.
17. Ranger service – Rangers invited to correct leaning sign posts.

18. Draft Budget/Precept application – Sue Price, Renata and Steve Mitcell reviewed budget and Precept set at £8247.00 Precept Application form to be signed and submitted by 16th January 2026
19. Finance: Accounts Reconciled and Reconciliation Statements circulated to Councillors. Payments:
 - (i) Monthly payments to Ionus for website and cloud storage £6.50 and £15.99
 - (ii) SCS Payroll fee of £15.00
 - (iii) Payment to HMRC Tax on R Thornber Salary for months of October & November
 - (iv) Receipt of funds from SNDC for bus shelter lighting £1367.20 and subsequent payment to Redhill for the installation works £2050.80
20. CORVUE enforcement reports.
21. Items of Confidential Nature:
22. Items for the Agenda for March meeting :- Clerk to invite village organisations to the Annual Parish Meeting 20th May 2026
23. Next Meeting Wednesday 4th March 2026 at Bergh Apton Village Hall at 7.00 pm

Prepared by Clerk Renata Thornber.