

Minutes of the Parish Council Meeting of Kirby Cane & Ellingham Parish Council on Monday, 23rd March 2026 in Kirby Cane Memorial Hall at 7pm

Present:

Richard Canham, James Lally, Lesley Lodge, Kerry Mallard, Andrew Raymant, Robin Stock, also the clerk to the council, Jane Love, county councillor Barry Stone and four members of the public.

1. To receive apologies for absence:

Apologies were accepted from parish councillors Julie Pickering and Michael Skipper

2. To receive declarations of interest from members on items on the agenda, and any requests for a dispensation on those interests:

James Lally was a trustee of the Kirby Cane Memorial Hall; and Richard Canham and Kerry Mallard were trustees of the Ellingham United Charities.

3. To approve the minutes of the meeting of 12th January 2026:

The minutes of the meeting on 12th January were agreed to be correct and were signed by the chairman.

4. To report matters arising from those minutes (no decisions can be taken on any of these items):

New signs and posts have been delivered, and the signs for the playground had already been put in place.

New defibrillator in place and registered on The Circuit, the national hub referred to by emergency services. The clerk did a regular check that evening.

There was some discussion about recent spreading of waste on nearby fields, which came from various sources. The clerk would report concerns to both Gaze & Sons and the Environment Agency.

The local police officer had reported that situation regarding the Stockton land had been made very public, and the information available online reflected what could currently be shared with the public about the investigation. She warned that it would be a lengthy process, and as she was not directly involved, she may not be able to provide further updates going forward. To her knowledge, the responsibility for clearing the land lay with the landowner, and individuals living on the land in a caravan were there with the landowner's permission to oversee the property in his absence. She commented that the owner was cooperating fully with police and local authorities to support the investigation and was believed to be the victim of the offence.

Cllr Skipper had asked the clerk to prepare a timeline of the parish council's interactions with the local authorities regarding the site, and councillors agreed that the clerk should send this to the district councillor as many opportunities had been missed to take action over a period of more than five years, and that observant local people raising concerns had effectively been ignored. In addition to the obvious waste issue, there were concerns about contamination of nearby local water sources, especially given the proximity of the Anglian Water plant on the edge of the village.

A broad hedge had been removed as requested, and work had been done on another hedge that was covering the Give Way sign at the junction of Mill Road and Yarmouth Road, although it was still obscuring most of the sign.

5. Opportunity for public participation:

County Cllr Stone reported that there should soon be a decision on the number of authorities that would be included in the new unitary authority, and there would be elections to that new authority in May 2027. County Council elections would be held on 7 May.

County Cllr Stone gave his apologies and left the meeting

Residents commented that they were concerned about parking on verges near the junction of Crisp Road and Lockhart Road as there were vehicles bumped up the kerb and also parked on the corner verge. On occasions this obscured visibility. The clerk had referred this to the local police officer, who commented that it generally appeared to be a quiet junction and as long as one side of the road remains clear and vehicles are not obstructing the junction or restricting visibility, it should largely self-manage. If individual vehicles were parking dangerously, she asked that residents should take a photo which could be sent to the clerk and forwarded to the police officer. The clerk was asked to write a letter to the residents nearby in the first instance to see if they could cut down on the number of vehicles and park more considerately, especially given the location adjacent to the junction. If no action taken, escalate to the relevant authorities.

6. To discuss planning matters:

Between meetings the following applications were considered by the planning committee, which met on 25 February and visited each location:-
Consultation BA/2026/0048/HOUSEH - a residential property near Ellingham Mill, which has applied for a large side extension, AWAITING DECISION;
Amended Planning Application 2023/1250 - some amendments to the layout and other details of the existing application, due to change of architect on the project; the planning committee considered that the site looked nice, PENDING CONSIDERATION
Amended Planning Application 2025/3745 - amendments requested by highways due to access concerns (the applicant was on the planning committee, but other than answering questions took no part in the discussions or decision) REFUSED

7. To discuss correspondence:

- A) The annual South Norfolk litter pick scheme had been announced;
- B) The newsletter from Norfolk PTS, regarding county council elections going ahead, short and long-term changes to Section 106 (affordable housing provision), and a grey squirrel control policy;
- C) A resident let the PC know that they were unable to cut the footpath behind their house due to a change in ownership, and the clerk would let the NCC Highways officer know about this, and thank the resident again for their efforts;
- D) The Ellingham First Responders group had sent their 2025 results and the clerk would thank them and publicise their efforts in Tidings;
- E) A resident had let the parish council know that they had a baby grand piano available;
- F) A resident had asked about activity at the Stockton site and seemed happy with the clerk's reply about the PC's action over the issue;
- G) A resident was concerned about the LED streetlights and the clerk had replied to explain the history of the streetlights and the council's recent upgrade to efficient LEDs;
- H) There was a road closure on A143 overnight on 30 March;
- I) South Norfolk Council had launched a new small electrical item recycling scheme.

8. To consider renewal of the council's subscription to Norfolk Parishes Training & Support:

Councillors agreed renewal at £234.29 for the year, around 0.868% of precept.

9. To consider renewal of the asset of community value registration for Kirby Cane Post Office Stores:

Councillors agreed renewal of the registration for a further five years, having last been renewed in 2021.

10. To receive a financial report from the Clerk and to approve invoices for payment:

The chairman signed the latest pension contribution letter from Norfolk Pension Fund, which reduced the council's payments to the fund for the next three years. The clerk had left one payment, for £404.40 to Black Dog Signs, off the list, but had programmed the payment to be made along with the others. She would add this to the next financial report.

Councillors agreed the list of payments presented by the clerk, and the chairman checked and signed the reconciliation and bank statements.

Balance b/f at 12 th January 2026			£72,517.48
Receipts:			
Ellingham United Charities	Grant for purchase and ongoing maintenance of new defibrillator		£900.00
South Norfolk Council	Grant for bus shelter - County Cllr ward member fund		£1,683.20
Sub-total of receipts			£2,583.20
Debit card payments:			
Lloyds Bank	Debit card monthly charge	£3.00	£3.00
Wel Medical	Purchase of defibrillator	£834.00	£837.00
	Debit card monthly charge	£3.00	
Standing orders:			
Jane Love	Clerk's monthly salary – February		£577.74
Jane Love	Clerk's monthly salary – March		£577.74
Payment between meetings:			
Unity Trust	Bank charges		£12.00
Trevor Edwards	Grant payment for KC Memorial Hall		£1,200.00
HMRC	Clerk tax & NICs		£257.60
Norfolk Parish Training	Grant funding, M Skipper, 4/3/2026		£48.00
Norfolk Parish Training	Grant funding, J Pickering, 4/3/2026		£48.00
Norfolk Parish Training	Understanding charities, J Love, 28/1/26		£62.40
Norfolk Parish Training	Understanding charities, K Mallard, 28/1/26		£62.40
Norfolk Parish Training	Engaging communities, J Love, 16/3/26		£62.40
Amazon	Bird deterrent for play equipment	£14.99	£17.99
	Debit card monthly charge	£3.00	
Payments to be agreed:			
IMON Site Ltd	January + February grasscutting		£240.00
Norfolk Parish Training	Subscription for 2026/27		£281.27
Norfolk Parish Training	Chairing with confidence, A Raymant, 11/6/26		£62.40
Kirby Cane Memorial Hall	Hire of hall for PC meeting 23/3/26		£20.00
Norfolk Pension Fund	Clerk's pension contribs Feb/March		£357.24
Jane Love	Balance payment		£56.47
Sub-total of payments			£4,783.65
Balance c/f at 23 rd March 2026			£70,317.03

11. To receive a report on the school/playground car park project and make any decision(s) considered necessary as a consequence:

Cllrs Pickering and Skipper had attended grant funding training with a specific eye to the car park project, and although neither were able to attend the meeting they had reported that it would be difficult to get grant funding for the project; and that a school is responsible for providing a car park, and the fact that the PC was trying to achieve this could be another potentially negative point in terms of achieving grant funding.

The Ellingham United Charities had submitted the 21-year lease to the Charity Commission (CC), and unfortunately it could take up to 16 weeks for the CC to reply to this.

The councillors asked for a meeting of the car park committee to discuss the issue further, which would take place within the next few weeks.

12. To receive a report on the playing field:

Cllr Lodge reported that there had been a few issues including a loss of tension and the need for new handles on the zip wire. There were ongoing issues with the fencing, particularly on the south side of the site where the wire was being pushed down and posts pulled out. A quote would be obtained for the whole of that stretch, but an immediate repair was needed for the section by the gate near the school. Bird deterrents had been ordered and would be installed on the swing sets.

13. Policy review:

Councillors resolved to adopt the Financial Regulations, Effectiveness of internal controls and Financial risk assessment as presented. The clerk would make amendments to the Asset Register.

14. To consider the adoption of policies in compliance with Assertion 10 regulation:

The clerk presented a Record Management policy, which was adopted unanimously. The clerk would work on a data audit for presentation at a future meeting.

15. To consider specific local issues:

1) highways issues - a) damage to the bridleway along the A143 by motorbikes was reported to NCC Highways, and they couldn't do anything so I asked the police officer. Her response was that without a vehicle registration and specific dates/times there was unfortunately very little that could be done, and the motorbikes in question did not have registration plates. Councillors questioned whether there would be a possibility of putting up another sign, but there already was a sign at the Ellingham end;

B) A pothole and blocked drain at the junction of Florence Way and Mill Lane were reported and dealt with, and the same resident then reported that the Florence Way sign had been damaged, which the clerk had also reported to SNC;

C) A resident had reported three potholes, all of which had been sent on to NCC highways;

D) A resident asked if there was any possibility of putting more streetlighting on Yarmouth Road past the Olive Tree as that area was very dark and there were vehicles parked on the south side of the road. Councillors asked the clerk to canvas the residents on that stretch of road to see if there was any interest in this;

2) SAM2 - Cllr Stock reported that the SAM2 unit had failed to hold charge when in the care of Geldeston PC. The new Geldeston guardian took it to Westcotec, the supplier, and it had been examined and the radar unit had failed, with a cost of replacement at £815 (uncertain whether this was including or excluding VAT). This would be explored further, but also a quote for a new SAM2 would be obtained, and there was a question of how useful it might be going forward, as it had been purchased with Parish Partnership funding with a view to providing data for grant applications for the car park project and regarding the speed limits in the village.

i) Defibrillator - the clerk had done a regular check of the unit and would upload the data to The Circuit.

16. To receive items for information:

There was discussion of locations for the new dog waste signs.

17. To receive items for the next agenda:

Car park lease, annual accounts 2026/27

18. **Date of next meeting** – Monday, 11th May 2026 (Annual Parish Meeting followed by Annual Parish Council Meeting)

There being no further business, the meeting closed at 8.48pm

Signed.....
Chairman

Dated.....

*Barry Stone – County
Councillor for the Clavering
Division*

*Parish Report – February
2026*



Government decision on county council elections

On 22nd January, the Government announced that it had decided that this May's county council elections would not go ahead, so that the council can focus on local government reorganisation and devolution. This accompanies their decision to cancel the Mayoral Elections scheduled for May as well.

The Council agreed to delay the 2025 elections in order to secure the Government's devolution deal, based on the promise that a Mayor would be elected in 2026. That timetable was changed without warning in November 2025, delaying the Mayoral election until May 2028, despite the significant work already done locally to prepare. With hindsight, it is clear that the 2025 county elections could have gone ahead without affecting devolution. Instead, the Government has chosen to prioritise reorganisation over local democracy, leaving councils to absorb reputational damage and residents without proper electoral accountability through no fault of their own.

Norfolk's bus service improvements deliver record growth and faster journeys

Norfolk County Council's ambitious Bus Service Improvement Plan (BSIP) has transformed public transport across the county, driving a 26% increase in passenger numbers since 2022 and making Norfolk a leading national example for sustainable travel.

A paper discussed at the council's Infrastructure and Development Committee on 22nd January highlights what has been delivered thanks to the £65.45 million secured for Norfolk from the Department for Transport. That includes;

- New and enhanced bus services on more than 44 routes across Norfolk, including more evening and Sunday services*
- Affordable fares: capped single fares in key towns and multi-operator ticketing*
- Greener fleet: 75 zero-emission buses in Norwich and 24 more electric buses coming in 2026*
- Improved passenger experience: real-time information, safer waiting areas, next-stop announcements and real-time information on more buses.*

Not only are we seeing record-setting and increasing numbers of passengers but customer satisfaction has also risen to 87%, bucking national trends and reinforcing Norfolk's approach to improvements in bus travel across the county.

Norfolk gritting vehicles continue to head out over winter season

Norfolk County Council's winter gritting is well underway, with gritters active on A/B roads, key bus routes, and village access roads, using new tech for efficiency. The first runs of the recent winter season (late 2025/early 2026) started as temperatures dropped, utilizing the 58-strong fleet with automated salting to cover 2,200 miles of routes, supported by stocked salt barns and public grit bins.

Updates are posted on their social media using #NorfolkWinter, with a dedicated website for info, and recent campaigns even involved naming the gritters. Residents can also check this year's gritting routes using the online map on the council's website

(<https://maps.norfolk.gov.uk/highways/maps/gritting.aspx>)

If you'd want to report any gritting issues please contact the Report a Highways Problem section on the Norfolk County Council website

(<https://www.norfolk.gov.uk/article/63696/Report-a-highways-problem>)

Norfolk County Council Responds to Growing Pressures on SEND Services

Norfolk County Council continues to work tirelessly to support children and young people with Special Educational Needs and Disabilities (SEND), despite growing demand and sustained pressure on local services. The Council remains committed to improving outcomes for families, investing in local provision and working with schools, health partners and parents to meet increasingly complex needs.

However, the scale of the challenge facing SEND services is being driven by national policy decisions and long-standing underfunding. Successive Governments have expanded statutory duties on councils without

providing the funding or system reform needed to deliver them sustainably. As a result, local authorities like Norfolk are left managing rising demand, workforce shortages and significant financial risk, while responsibility for fixing a broken national SEND system is effectively pushed down to the local level.

Norfolk County Council has repeatedly called for meaningful reform and fair, long-term funding to address the root causes of the SEND crisis. Without decisive action from Government, councils will continue to be placed in an impossible position, expected to deliver for families while operating within a system that is not fit for purpose.

Every 1p Rise in National Living Wage Costs Norfolk Council's Adult Social Care £300,000

Norfolk County Council's Adult Social Services face significant and immediate cost pressures from changes to the National Living Wage, with every 1p increase adding around **£300,000** to the council's annual costs. These rising costs reflect the council's responsibility to fund care for some of the county's most vulnerable residents, where staffing makes up the largest proportion of provider expenditure.

While fair pay for care workers is essential and strongly supported, the scale and speed of national wage increases continue to place major financial strain on local authorities. Without matching increases in Government funding, councils are left to absorb these costs within already stretched budgets, reducing flexibility and increasing pressure on services at a time of growing demand.

15% uplift to foster carer pay proposed in transformation programme for council foster carers

Foster carers in Norfolk are set to benefit from a 15% uplift in their pay, as Norfolk County Council looks to invest £1.5m annually in its fostering service in a bid to support more children in care to live with families.

Norfolk's Cabinet met on Monday 26th January to discuss the proposal, which is part of a three-year transformation programme aimed at recognising the contribution of foster carers and the vital role they play in supporting children in care to flourish.

The proposals include:

- A 15% uplift in fees for mainstream and kinship carers
- Additional uplifts for mainstream carers looking after children aged 10 and older
- Greater rewards for long service
- An expanded therapeutic support team
- Enhanced practical support

The proposals follow extensive engagement with carers as part of efforts to improve support and recruit more carers.

There is a national shortage of foster carers, including in Norfolk where there are several children currently living in residential care who could thrive with a fostering family. Research shows that living in a family environment is less traumatic and results in a much better outcome for a child in care. It also reduces costs for the local authority. A residential care placement in Norfolk costs nearly £300,000 per year, compared with £45,000 per year for a foster home. An average of 5 children per week come into care in Norfolk.

Council to consider additional investment of £35m in Independent Living Programme

Norfolk County Council is considering investing a further £35 million towards its Independent Living Housing Programme.

Since its launch in November 2018, the programme has contributed capital funding towards 603 high-quality, modern apartments designed for people aged 55 and over who want to stay independent in their local communities in later life.

Rising construction costs and new regulatory requirements have impacted delivery within the original £29 million capital budget. To enable delivery of the remaining 532 homes by the programme, Cabinet is being asked to approve the additional funding. These homes will help save the council money every year by avoiding the need for people to move into residential care.

Identified demand for Independent Living housing in Norfolk reflects the ageing population, increasing prevalence of disability, and the growing number of residents wanting more independence in later life and seeking alternatives to traditional residential care.

Cabinet considers future of care homes

A company that runs good and outstanding care facilities is interested in buying Norfolk County Council's care company and 20 homes.

If Norfolk County Council agrees a deal with Stow Healthcare, residents of the homes would continue to live there, and existing Norse Care staff would move to the new owner.

The council launched a review of its care estate last year, as its contract with Norse Care Ltd was due to end in March 2026.

Since the contract started in 2011, people's care needs have become more complex and most of the 20 care homes now require modernisation. Three of the homes have closed already but are being included in the proposed sale.

Body worn cameras aid safety in Norfolk

Norfolk Fire and Rescue Service (NFRS) has rolled out 160 new Axon body-worn cameras across stations in Norfolk to help improve safety and decision-making at incidents. Cameras have been issued to all fire appliances and operational officers, as well as to protection and prevention teams, fire investigation officers, the training school, and Trading Standards officers.

The Axon devices provide live streaming, location data and two-way communication, allowing footage to be shared in real time with control room staff during emergency incidents. This supports quicker, better-informed decisions, improves firefighter safety by identifying risks earlier, and helps coordinate responses with partner agencies.

The cameras were introduced in December and have already recorded nearly 100 hours of footage across more than 500 video clips.

As always, I am here to help in any way I can and will always respond to email and telephone requests for assistance.

Email: barry.stone.cllr@norfolk.gov.uk

Mobile: 07434 905963

Kind regards

Barry



*Barry Stone – County
Councillor for the Clavering
Division*

Parish Report – March 2026



*Norfolk County Council delivers balanced and responsible budget for
2026–27*

Norfolk County Council has approved a balanced £613.8m budget for 2026–27, demonstrating strong financial leadership and prudent management in what remains one of the toughest funding climates in decades.

Under Conservative leadership, the council has once again delivered stability and certainty for residents, setting a balanced financial position while identifying £42.3 million in savings and efficiencies and committing £76.3 million in targeted investment to protect vital services and strengthen Norfolk's economy.

Despite significant national financial pressures and ongoing constraints in central government funding, Norfolk's Conservative administration has ensured the county remains on a firm financial footing, without resorting to emergency measures. This stands in stark contrast to a growing number of upper-tier authorities across the country that have issued Section 114 notices or are facing effective bankruptcy.

The budget enables the council to continue:

- *Protecting frontline services*
- *Investing heavily in adults and children's services*
- *Delivering new libraries and modern learning hubs in key towns*
- *Supporting for heritage, culture, and tourism*
- *Driving transformative reforms to improve efficiency and outcomes*
- *Backing economic growth and infrastructure*
- *Maintaining long-term financial sustainability*

Councillors also agreed a 4.998% council tax increase, in line with national funding assumptions and the continued reliance on local taxation to safeguard core services. Norfolk Conservatives have been clear that this decision reflects the financial realities facing councils nationwide, while ensuring essential services remain protected for Norfolk residents.

This budget reinforces Norfolk Conservatives' commitment to careful stewardship of taxpayers' money, strong local services, and a resilient future for the county.

County council elections confirmed for 7th May

Elections for all 84 divisions of Norfolk County Council will now go ahead on 7th May, following a late reversal by the Labour Government to withdraw its previous decision to postpone the vote.

The original postponement had been announced to allow councils to focus on preparations for local government reorganisation and devolution. However, the sudden change of direction has created uncertainty for local authorities across the country.

Despite the shifting national position, Norfolk County Council had responsibly prepared for all eventualities. The authority had already made financial provision and operational plans to ensure elections could proceed smoothly if required.

Local Conservative leaders have welcomed the confirmation that residents will have their say as planned. The Norfolk Conservatives have reiterated their commitment to strong local leadership, sound financial management and standing up for Norfolk's interests, particularly at a time when national policy decisions have caused disruption and uncertainty for councils.

With elections now confirmed, attention turns to ensuring a clear choice for voters about the future direction of the county and continued stable leadership for Norfolk.

Further details of the Government's decision can be found in its published statement on the postponement of local elections in England in May 2026.

Norfolk County Council invests in community led highway improvements across the county

Norfolk County Council has reaffirmed its commitment to supporting local communities with the approval of 99 new highway improvement schemes for 2026-27, delivered in partnership with town and parish councils across Norfolk.

Papers published today ahead of next month's Cabinet meeting highlight how the Parish Partnership Programme, now entering its fifteenth year, gives local communities a voice in shaping the highways enhancements

that matter most to them, whether that's improving pedestrian safety, slowing vehicle speeds, or making it easier to walk, cycle or access local services.

This year's programme represents a total investment of £769,034, made possible through the longstanding 50/50 funding model. Town and parish councils will collectively contribute £384,517, matched by £384,517 from Norfolk County Council, enabling more than twice as many small-scale schemes to be delivered than could be funded by the council alone.

In total local councils submitted 99 bids for 2026/27 and all were approved as viable schemes after being carefully assessed against value for money, community outcomes, safety benefits and compliance.

The programme will deliver across the county from Ashill and Attleborough to Wymondham and Weybourne and include;

- **68 small highway improvements** - such as village gateways, new trods, signage, surfacing, benches, and access improvements
- **31 vehicle activated speed sign (VAS/SAM2) projects**, helping encourage safer speeds through villages and towns. The County Council has stepped in to fully support this part of the programme following the withdrawal of previous funding from the Safety Camera Partnership

The full report including a list of all 99 schemes can be found from page 788 in the [cabinet papers online](#).

Norfolk County Council back hospitality with £250,000 support programme

Norfolk County Council is delivering targeted support for the county's vital hospitality sector, launching a £250,000 package at the Norfolk Market Towns Conference as part of a wider £1m investment in high streets.

More than 120 retailers and organisations gathered at Thursford to shape the future of Norfolk's market towns, highlighting the council's proactive, partnership-led approach to supporting local businesses.

Building on the success of the council's High Streets Matter initiative, the new programme will offer bespoke training for pubs, restaurants, hotels and independent retailers. Businesses can access practical workshops, both in-person and online, covering marketing, bookings, menu development and staffing, alongside business improvement grants of up to £1,000.

A further High Growth Programme will support 24 ambitious businesses with specialist advice and grants of up to £2,500 to help grow the next retail and hospitality success stories.

Additional Love Your Market Town grants will help businesses boost civic pride, increase footfall and celebrate what makes their town unique, while Retail Excellence courses are also available for non-hospitality high street businesses.

This investment underlines Norfolk Conservatives' commitment to backing local enterprise, strengthening market towns and ensuring Norfolk's high streets remain vibrant, resilient and ready to thrive.

Norfolk County Council launches 2026 Rural Business Awards

Norfolk County Council is once again shining a spotlight on the county's outstanding rural enterprise as nominations open for the prestigious Norfolk Rural Business Awards 2026.

From pioneering food and drink producers to forward-thinking farming innovators and dedicated community champions, the awards celebrate the very best of rural Norfolk. Businesses, individuals and organisations are invited to apply across nine categories, with finalists honoured at a special ceremony during the Royal Norfolk Show in June.

Now firmly established as a highlight of Norfolk's business calendar, the 2026 awards were officially launched on 10th February at the Norfolk Farming Conference, underlining the council's ongoing commitment to supporting and championing the rural economy.

Delivered by Norfolk County Council in partnership with the Royal Norfolk Agricultural Association, the awards recognise excellence, innovation and resilience across the county's diverse rural sectors. The council continues to work closely with partners and sponsors to ensure rural businesses receive the recognition they deserve.

Each category will be judged by a specialist panel, who will review applications and follow up with shortlisted nominees before selecting the winners. The closing date for entries is Tuesday 21st April.

Winners will receive a trophy and certificate, as well as the opportunity to use Norfolk Rural Business Awards branding in their promotions, a mark of excellence backed by Norfolk County Council.

The categories are:

- Best Rural Community Initiative - sponsored by Pearn Wyatt Transport Ltd

- *Best Rural Innovation in Practice* – sponsored by Birketts
- *Best Food and Drink Producer* – sponsored by Fountain Fresh Imports
- *Norfolk's 'Unsung Hero'* – sponsored by Poultec
- *Best Food and Farming Champion* – sponsored by CLG Norfolk
- *Best Emerging Talent* – sponsored by PlantGrow
- *Best Rural Tourism Attraction* – sponsored by Thursford
- *Best Woman in Agriculture* – sponsored by Lovewell Blake
- *Best Rural Business* – sponsored by New Anglia Growth Hub

Find out how to apply by visiting www.norfolk.gov.uk/business/norfolk-rural-business-awards.

Norfolk strengthens support for fostering

Leaders at Norfolk County Council have reaffirmed their commitment to strengthening fostering services and supporting foster families across the county.

The council continues to focus on:

- *Expanding fostering capacity*
- *Enhancing regional collaboration*
- *Innovating to improve outcomes for children*
- *Developing stronger support for foster families*
- *Simplifying processes and putting trusted relationships first*

This builds on significant investment, agreed last month, which will see:

- A 15% uplift in fees for mainstream and kinship carers*
- Additional uplifts for mainstream carers looking after children aged 10 and older*
- Greater rewards for long service*
- An expanded therapeutic support team*
- Enhanced practical support for foster families*

Norfolk County Council is taking action to address the ongoing shortage of foster carers. There are children currently living in residential care who could thrive in a fostering family. Evidence shows that living in a family environment is less traumatic and leads to better long-term outcomes for children in care. It also represents better value for the local authority, with a residential care placement in Norfolk costing nearly £300,000 per year compared with around £45,000 per year for a foster home.

The council continues to play a key role in regional collaboration through Foster East, a partnership between 11 local authorities across the eastern region.

On average, five children per week come into care in Norfolk. The council works with around 300 fostering households who look after children ranging in age from babies to young adults.

For further information visit www.norfolk.gov.uk/fostering

Boost for water safety as new rescue boats arrive

Norfolk Fire & Rescue Service has taken delivery of six new Zodiac Milpro ERB400 rescue boats to strengthen its response to water emergencies across the county.

The boats will support rescues on inland waterways and the Broads, as well as assist during major flooding incidents. They will replace ageing vessels at King's Lynn, Great Yarmouth, Dereham and Carrow fire stations, with an additional boat based at the Training and Development Centre in Bowthorpe to enhance in-house training.

Crews will complete familiarisation training before the new fleet becomes fully operational. The investment modernises equipment that was more than 18 years old, ensuring firefighters are equipped to respond quickly and safely.

Norfolk Fire & Rescue Service will continue working with partners through the county's Water Safety Forum to educate the public about staying safe around water. In any coastal emergency, residents should call 999 and ask for HM Coastguard.

Email: barry.stone.cllr@norfolk.gov.uk

Mobile: 07434 905963

Kind regards

Barry

Big South Norfolk Litter Pick 2026

ContractsOfficer < ContractsOfficer@southnorfolkandbroadland.gov.uk >

Thu, 19 Feb 2026 4:56:53 PM +0000

To "ContractsOfficer"<ContractsOfficer@southnorfolkandbroadland.gov.uk>

Dear Parish Councils,

I am excited to share that The Big South Norfolk Litter Pick is returning this year, running from **19 February until 31 May 2026**, alongside Keep Britain Tidy's Great British Spring Clean. This is a fantastic opportunity for community groups to help keep our areas clean and tidy.

This year the prizes have more than doubled! Organise a litter pick to be in with a chance to win one of five £500 prizes to spend on their community in our prize draw! Plus, all participating groups (up to 70 groups) not successful in the prize draw will receive £50 as a thank you for helping to keep local streets, parks, footpaths and green spaces clean, safe and welcoming for everyone.

For the 2026 scheme, we have introduced an online webform for you to register your group's litter pick as part of the Big South Norfolk Litter pick. By moving away from groups having to email the council to register, hopefully this will make the process easier for all, so we would strongly encourage you to use the online webforms.

Before your litter pick

We'll provide everything you need - litter pickers, hi-vis vests, rubbish sacks, collection of waste, safety guidance and promotional material for the event. Once you've organised a date, chosen an area and gathered your volunteers, please complete the webform on the following page our website:

<https://www.southnorfolkandbroadland.gov.uk/rubbish-recycling/keeping-streets-clean/volunteer-litter-pick-area/big-south-norfolk-litter-pick>

Please select '**South Norfolk**' for question 1, and '**(Big litter pick) advise us of your planned participation in the Big Litter Pick**' for question 2. Then continue with the form to provide the details of your litter pick.

Once you have completed the webform, the lead contact will receive an email with a suggested check list to help organise the litter pick, guidance for how to safely litter pick, promotional posters and details of the Prize Draw terms and conditions.

After we receive your details, if you require equipment, we will be in touch to confirm its availability. Equipment must be collected and returned to the **South Norfolk Depot – Ketteringham Depot, Station Lane, Hethersett, NR9 3AZ.**

After your litter pick

Once you have completed your litter pick, please complete the webform on the following page our website:

<https://www.southnorfolkandbroadland.gov.uk/rubbish-recycling/keeping-streets-clean/volunteer-litter-pick-area/big-south-norfolk-litter-pick>

Again select '**South Norfolk**' for question 1, and '**(Big Litter Pick) Confirming completion of your participation in the Big Litter Pick**' for question 2. Please note, groups must fill in both forms to be eligible for the participation reward or prize payment.

We'd love for you to share your litter-picking efforts on social media! Please tag **@SNorfolkCouncil** on Facebook or use the hashtag **#BigLitterPick2026**, and we'll share your posts.

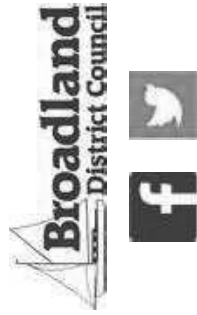
If you have any questions, please don't hesitate to contact me.

If you no longer wish to receive emails regarding the Big Litter Pick, just let me know.

Kind regards,

James Riseborough
Assistant Contracts Officer

t 01603 430609 (2609) e james.riseborough@southnorfolkandbroadland.gov.uk



How did we do?

Complete our quick survey to help us to improve our services.



Our Broadland and South Norfolk Councils offices are now based at Broadland Business Park in the [Horizon Centre](#). Find out how you can access our services by visiting our website or by calling us on 01508 533633

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1 Attachment(s)

Big South Norfolk Litter Pick_A...

1.3 MB



The
BIG
South
Norfolk
litter pick



ORGANISE a LITTER PICK

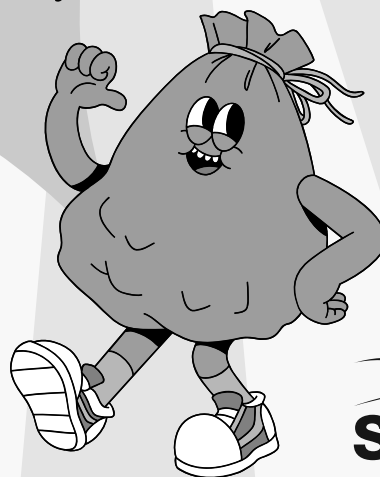
and you could win £500 For your community

Organise a litter pick with your community group, charity or school and you will automatically be placed in to a prize draw with a chance to WIN £500*. Every other participating group will receive a £50 voucher* to spend in their community.


Scan to get
organised



or call 0808 168 2000



*To be entered into the prize draw for a chance to win £500 (total of 5 prizes of £500 available), your community group, charity or school must complete a litter pick. Full terms and Conditions apply, see website for the Completion Form and details.

 southnorfolkouncil

South Norfolk
COUNCIL 

Norfolk Parish Training & Support < team@norfolkpts.org >

Wed, 25 Feb 2026 9:59:52 AM +0000

To "clerk"<clerk@kce-pc.gov.uk>

Dear Jane

Spring is almost here and the sun is making an appearance, this can mean only one thing to a Clerk...year-end is just around the corner! Give yourself a moment to have a read of our February subscribers newsletter.

County Council elections to go ahead as planned

The Government has confirmed that it will no longer postpone the county council elections. This means that elections for all 84 county council divisions in Norfolk will now take place as originally scheduled.

The postponement had previously been proposed to allow the council to focus on preparations for local government reorganisation and devolution. With that decision now withdrawn, the normal election timetable will resume with elections taking place on May 7, 2026.

[Please follow this link for the official statement made by the Ministry of Housing, Communities and Local Government.](#)

Government plans for affordable housing through Section 106

The Government has recently announced new plans to improve how Section 106 (S106) agreements help deliver affordable and social housing. These agreements require developers to provide a proportion of affordable homes as part of new housing developments and are an important way of increasing local housing choice.

Tackling empty affordable homes

Across England, some S106 affordable homes have been built, but are currently sitting empty because developers have been unable to find a Registered Provider (RP) to purchase and manage them. This has caused delays to wider building work on a number of sites.

To address this, the Government is asking Local Planning Authorities to review and, where necessary, renegotiate S106 agreements in cases where developers can show they've been unable to secure an RP buyer. This is a temporary, time-limited measure intended to get completed homes occupied and prevent further delays in the development of new housing.

Long-term improvements to the system

Alongside the short-term action, the Government is planning broader reforms to make the S106 process simpler, more consistent and quicker to negotiate. These longer-term plans include creating a standard national S106 template, clearer standards for S106 affordable homes, earlier involvement of Registered Providers in the planning process, and new financial support to help them purchase more homes.

What this means for local communities

These changes aim to ensure that:

- more affordable homes are delivered in a timely way
- fewer developments stall midway
- and families in need can access good-quality homes more quickly

An updated policy statement is expected from the Government in spring 2026.

[For more information please follow this link.](#)

Council name confusions!

In just the last three months alone, NPTS has become aware of two incidents regarding name confusions. Does your Council share a name with another authority in the country? It would be worth checking. At the end of last year a very diligent clerk spotted that their Council had had a huge refund from HMRC for VAT. The money had been sent to their parish instead of a same name parish in the north of England. HMRC was immediately contacted and refunded but the small Norfolk council now has concerns that this receipt could breach the £25,000 mark at year end, and the Council will be required to have an External Audit!

Another hard working Norfolk Clerk, became aware that their parish council had been paying too much for street lighting electricity. This was spotted because the clerk is also clerk to another larger council, the latter was in fact being charged £1,000 less, although they had more lights! The Clerk struggled for five years to get npower to see the light of day and in the end, they resorted to the Ombudsman. The Ombudsman has now confirmed that the Norfolk parish should be refunded. Their efforts in this process were recognised by the Ombudsman – concluding statement from the Ombudsman *“Following my review of your complaint, I have required npower Business Solutions to issue a refund of £10,065.87 along with requiring a goodwill payment and apology to acknowledge their shortfalls in customer service.”* Will lessons be learnt, we ask ourselves!

Changes Coming to the Practitioners’ Guide

The national Practitioners’ Guide, which explains how parish and town councils complete their Annual Governance and Accountability Return (AGAR), is being updated following a sector-wide consultation. Councils asked for clearer guidance, simpler accounting explanations, and greater transparency around audit reports. We're told that the updated guide will include easier-to-understand advice, improved audit requirements, and better training support for clerks. The final version will be published in early 2027 and will apply to the 2027–28 financial year. [For more](#)

[information see this link.](#)

Consultation: National Planning Policy Framework – Proposed Reforms and Other Changes to the Planning System

The government is seeking views on a revised National Planning Policy Framework (NPPF) and other changes to the planning system.

[To have your say follow this link.](#)

Please note that the consultation closes at 11:45pm on the 10th March 2026

Grey squirrel policy statement

The government has published a policy statement on grey squirrels in England. The statement sets out the actions the government will take over the next five years to reduce the impact of grey squirrels on the red squirrel population and on trees and woodlands. It tackles the economic and environmental threat, protecting much-loved woodlands and vital rural economies.

[For more information please see this link.](#)

Revised statutory payments

The government has issued revised rates of statutory payments, such as sick pay and the minimum wage. These increases apply from April. [Please see this link for more information.](#)

Defibrillators

It is important to ensure that defibs are operational, regularly inspected and registered with The Circuit.

[Following this link for the British Heart Foundation Guide to maintaining Defibs](#) and

[This link for a helpful Defib Myth buster by the British Heart Foundation](#)

Spring Seminar!

This event is taking place on 10 March and we have some great speakers lined up for you, including our associate **James Corrigan from HR & Governance Support**. James will be around for that whole week and is offering the opportunity of whole council training at a discounted rate as well as running two courses for us on Thursday 12 March. He already has several bookings, so do get in touch soon if you are interested.

[Employment Law Essentials for Parish & Town Councillors, 10am - 12pm](#)

[HR for Clerks: Employment Rights and Recruitment, 2pm - 4pm](#)

Places are going fast for our seminar, so please book asap to avoid disappointment. If you do miss out on an in person place, all is not lost, because we are also offering remote access to the event too.

[Seminar - In person](#)

[Seminar - Remote access](#)

Vacancies

We have a few Clerk and Locum opportunities you may be interested in. Take a look at all vacancies [here](#).

Training opportunities

For all our training opportunities please have a look at our [website](#).

Please forward this newsletter to your councillors so that they are kept up to date with the latest news and training opportunities.

Julie, Sara, Laura, Richard and Di
The Norfolk PTS Team

Follow us on our social media platforms



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[Website](#)



[LinkedIn](#)

Please contact us if you have any particular training needs on 01603 857004 or team@norfolkpts.org, or visit www.norfolkpts.org

Subscribing councils receive a 20% discount on scheduled training

This email was sent to clerk@kce-pc.gov.uk
[why did I get this?](#) [unsubscribe from this list](#) [update subscription preferences](#)
Norfolk PTS · 22 Henry Preston Road · Tasburgh · Norwich, Norfolk NR15 1NU · United Kingdom

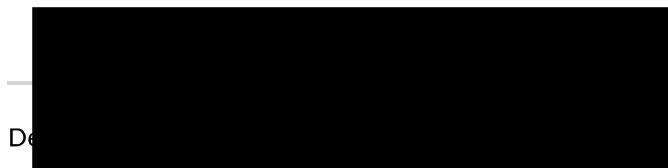
 [Email Marketing Powered by Mailchimp](#)

Re:Ellingham Footpaths 2 and 3

2 emails

Parish Clerk <clerk@kce-pc.gov.uk >

Mon, 09 Mar 2026 9:45:36 AM +0000



Thank you for your email, and for your efforts cutting the footpaths behind your house and your neighbour's property.

I will report this to the councillors at their next meeting, and also advise the officer responsible for footpaths at Norfolk County Council.

Kind regards

Jane

Jane Love
Clerk to Kirby Cane & Ellingham Parish Council
07774 641057

Website: www.kce-pc.gov.uk

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From: [Redacted]
To: "clerk@kce-pc.gov.uk" <clerk@kce-pc.gov.uk>
Date: Mon, 02 Mar 2026 12:54:58 +0000
Subject: Ellingham Footpaths 2 and 3

Dear Jane

I have for the past few years been cutting the grass on parts of the above footpaths at the back [Redacted] of 55 Mill Road Ellingham and the back of no.57 leading down to the lane which comes out at Mill Road.

Due to no. 57 changing hands recently I can no longer walk across the property to access the footpath, therefore I am now unable to cut the grass. I wanted to let you know as I'm sure you will have complaints regarding the untidiness of the footpaths before long. Could you pass this on to the relevant office please.

Fwd: Ellingham responders in 2025

Mon, 09 Feb 2026 2:25:31 PM +0000

To "clerk"<clerk@kce-pc.gov.uk>

----- Forwarded message -----

Date: Mon, 9 Feb 2026 at 12:39
Subject: Ellingham responders in 2025
To: Jane Love <kceclerk@gmail.com>

A summary of the activity of Ellingham responders in 2025:

Total hours of cover provided: 1760:46

Allocated to 268 emergencies

Attended 237 emergencies (stood down en route to the other 31)

First on scene at 233 (98%)

Hours of cover per emergency attended: 7:25


Towns/villages:

Alburgh: 1
Aldeby: 1
Barsham: 1
Beccles: 44
Bedingham: 1
Broome: 12
Bungay: 63
Chedgrave: 3
Denton: 2
Ditchingham: 16
Earsham: 11
Ellingham: 8
Flixton: 1
Geldeston: 6
Gillingham: 4
Hales: 3
Halesworth: 2
Hardley: 1
Harleston: 3
Heckingham: 2
Hedenham: 3
Ilketshall St John: 1
Ilketshall St Margaret: 1
Kirby Cane: 2
Loddon: 16

Lowestoft: 2
Mettingham: 4
Mundham: 1
North Cove: 1
Reedham: 1
Reydon: 1
Saint Margaret South Elmham: 1
Seething: 1
Shipmeadow: 1
Sisland: 1
Stockton: 1
Thurton: 2
Toft Monks: 2
Westhall: 1
Woodton: 2
Worlingham: 3
Wortwell: 4

Types of emergencies attended:

Transfer from 111: 80
Abdominal pain: 1
Allergic reaction: 1
Breathing problems: 34
Cardiac/respiratory arrest: 5 (first on scene at 4)
Chest pain: 24
Choking: 2
Convulsions/fitting: 13
Diabetic problems: 3
Falls: 34
Headache: 1
Heart problems: 2
Bleeding/laceration: 3
Sick person: 1 (one that doesn't fit in another category)
Stroke: 10
Faint/unconscious: 22



[Redacted]

Tue, 17 Mar 2026 9:31:11 AM +0000

To "clerk"<clerk@kce-pc.gov.uk>

Hello,

I'm looking for a loving new home for my late husband's Yamaha baby grand piano. If you or someone you know may be interested, please feel free to contact [Redacted]

Warm regards,

[Redacted]

Re: Fw: Land adjacent to A143

3 emails

[REDACTED]
Mon, 26 Jan 2026 2:42:16 PM +0000

To "Parish Clerk"<clerk@kce-pc.gov.uk>
Cc "stocktonparish1"<stocktonparish1@gmail.com>

Dear Jane,

Thank you for your prompt and helpful response.

With best wishes,

Julie

From: Parish Clerk <clerk@kce-pc.gov.uk>
Sent: 26 January 2026 08:57
To: [REDACTED]
Cc: stocktonparish1 <stocktonparish1@gmail.com>
Subject: Re: Fw: Land adjacent to A143

Dear [REDACTED]

Thank you for your email.

Although that area is actually in the parish of Stockton, KCE parish council has taken an interest in what is happening there and reported to the local police officer. She has reported back to us that the local authorities are taking action, but we are not aware of what is actually going on at the site, nor what "action" may or may not be taken, I'm afraid.

I have passed all the details we have gathered on to the chair of your parish meeting, who I have copied into this email, so they may know more.

Kind regards

Jane

Jane Love
Clerk to Kirby Cane & Ellingham Parish Council
07774 641057

Website: www.kce-pc.gov.uk

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From [REDACTED]
To: "clerk@kce-pc.gov.uk"<clerk@kce-pc.gov.uk>
Date: Fri, 23 Jan 2026 16:19:03 +0000
Subject: Fw: Land adjacent to A143

Hello

Please see below, thanks

[REDACTED]

From: [REDACTED]
Sent: 23 January 2026 16:18
To: kceclerk@gmail.com <kceclerk@gmail.com>
Subject: Land adjacent to A143

Dear Jane,

I have just sent a web query regarding the land with the MAERSK containers on it but thought I would email you in case it doesn't reach you.
Has the PCC any idea on what it's being used for?

regards,

[REDACTED]

Parish Clerk <clerk@kce-pc.gov.uk>

Mon, 26 Jan 2026 8:57:02 AM +0000

To: [REDACTED]
Cc: "stocktonparish1"<stocktonparish1@gmail.com>

Dear [REDACTED]

Thank you for your email.

Although that area is actually in the parish of Stockton, KCE parish council has taken an interest in what is happening there and reported to the local police officer. She has reported back to us that the local authorities are taking action, but we are not aware of what is actually going on at the site, nor what "action" may or may not be taken, I'm afraid.

I have passed all the details we have gathered on to the chair of your parish meeting, who I have copied into this email, so they may know more.

Kind regards

Jane

Jane Love
Clerk to Kirby Cane & Ellingham Parish Council
07774 641057

Website: www.kce-pc.gov.uk

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From: [REDACTED]
To: "kceclerk@gmail.com" <kceclerk@gmail.com>
Date: Fri, 23 Jan 2026 16:19:03 +0000
Subject: Fw: Land adjacent to A143

Hello

Please see below, thanks

[REDACTED]

Re: Website Enquiry

2 emails

Parish Clerk <clerk@kce-pc.gov.uk >

Wed, 04 Mar 2026 8:42:33 AM +0000

[REDACTED] <[REDACTED]@[REDACTED].com>

Thank you for your enquiry about streetlights.

It is my understanding that these were put in as part of the construction of the Crisp Road/Nurse Close development, and were originally the responsibility of the local district council.

In 2019 lights of this type across the district were offered to parish councils, and Kirby Cane & Ellingham PC voted to take these lights on.

Around three years ago the bulbs in all the lights were changed to super efficient LEDs which actually dim during the middle of the night, although it is not possible to see this with the human eye.

I am not aware of any other ongoing concerns regarding the streetlights, but I will certainly report your email to councillors at the next parish council meeting.

Kind regards

Jane

Jane Love
Clerk to Kirby Cane & Ellingham Parish Council
07774 641057

Website: www.kce-pc.gov.uk

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----- On Tue, 03 Mar 2026 09:58:20 +0000 [REDACTED] <[REDACTED]@[REDACTED].com> -----

Street lights

I have recently moved [REDACTED] and find it quite strange the street lights in the village . Nursey Close lights are on all night, they light up all of my bungalow all night long making sleep difficult , whereas the main road into the village is very dark . Surely having the lights on all night is not cost effective and has a detrimental effect on the environment.

I would appreciate the parish councils view on this.

Kind regards

[REDACTED]

[REDACTED]

Tue, 03 Mar 2026 9:58:35 AM +0000

To "clerk"<clerk@kce-pc.gov.uk>

Street lights

I have recently moved into [REDACTED] and find it quite strange the street lights in the village . Nursey Close lights are on all night, they light up all of my bungalow all night long making sleep difficult , whereas the main road into the village is very dark . Surely having the lights on all night is not cost effective and has a detrimental effect on the environment.

I would appreciate the parish councils view on this.

Kind regards

[REDACTED]

Jane

Jane Love
Clerk to Kirby Cane & Ellingham Parish Council
07774 641057

Website: www.kce-pc.gov.uk

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From: [REDACTED]
To: <clerk@kce-pc.gov.uk>
Date: Sun, 08 Mar 2026 17:50:29 +0000
Subject: Parking on verges in Ellingham

Could the Parish Council do anything about people parking on the verges in Ellingham Out side number 20 Lockhart Road (occupants of number 20 do not use the verges) and on Crisp Road The verges are being torn up All you see is wheel treads on the "grass" Thank you

Parish Clerk <clerk@kce-pc.gov.uk>

Tue, 10 Mar 2026 10:00:03 AM +0000

[REDACTED]

Thank you for your email about parking on the verges in Lockhart Road and Crisp Road. I will drive round when I am next in the village to see if I can see the issue that concerns you, but regardless I will report your email to the councillors at their next meeting.

A parish council has no powers concerning parking enforcement - this is covered (at the moment) by Norfolk County Council. As this is, I am presuming, not an issue of actual parking on the pavement but on the verge, I think it would probably be classed as inconsiderate parking rather than causing an obstruction. Therefore it is, I am afraid, unlikely to receive an enforcement response.

The only thing that the parish council could probably do would be to put letters under the windscreen wipers of any concerned vehicles asking their owners not to park on the verges, but I will ask the councillors their views at the meeting and they may have other suggestions. I will let you know what they decide after the meeting on 23 March.

Kind regards

Jane

Jane Love
Clerk to Kirby Cane & Ellingham Parish Council
07774 641057

Website: www.kce-pc.gov.uk

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To: <clerk@kce-pc.gov.uk>
Date: Sun, 08 Mar 2026 17:50:29 +0000
Subject: Parking on verges in Ellingham

Could the Parish Council do anything about people parking on the verges in Ellingham Out side number 20 Lockhart Road (occupants of number 20 do not use the verges) and on Crisp Road The verges are being torn up All you see is wheel treads on the "grass" Thank you

[REDACTED]

Sun, 08 Mar 2026 5:50:31 PM +0000

To "clerk"<clerk@kce-pc.gov.uk>

Could the Parish Council do anything about people parking on the verges in Ellingham Out side number 20 Lockhart Road (occupants of number 20 do not use the verges) and on Crisp Road The verges are being torn up All you see is wheel treads on the "grass" Thank you

Norfolk County Council proposes to make a Temporary Traffic Regulation Order (the "Order") (STRO14102) affecting the A143 Yarmouth Road from its junction with A146 Norwich Road for 250 metres westwards (the "Road") in the Parish of Stockton to facilitate carriageway repair works, the Road will be temporarily closed (except for pedestrian access) for the duration of the works/period the closure is necessary which is anticipated to be between 20:00 and 06:00 from 30th March 2026 to 1st April 2026, but may continue to be closed/restricted until the 13th May 2026 where the closure is still required beyond the anticipated dates.

Alternative route is via: A143 Yarmouth Road/ Broome Bypass, B1332 Norwich Road/ Bungay Road/ The Street/ Bungay Road, A146 Loddon Road/ Loddon Bypass/ Beccles Road (Framingham Pigot, Poringland, Kirstead, Ellingham, Framingham Earl, Ditchingham, Chedgrave, Kirby Bedon, Brooke, Yelverton, Broome, Hellington, Hales, Woodton, Gillingham, Ashby St. Mary, Loddon, Sisland, Thurton, Caistor St. Edmund and Bixley, Kirby Cane, Holverston, Hedenham, Stockton).

The works promoter for this restriction/closure is: Norfolk County Council.

Vehicular access will be permitted to a final destination in the Road where signs indicating such access is possible and permitted are in place.

The Order shall automatically revoke on the completion of the works when the closure is no longer necessary or otherwise on the 13th May 2026 without further notice.

If necessary, the restriction could run for a maximum period of 18 months from the date the Order is effective.

A person who contravenes, or who uses or permits the use of a vehicle in contravention of the closure imposed by the Order shall be guilty of an offence.

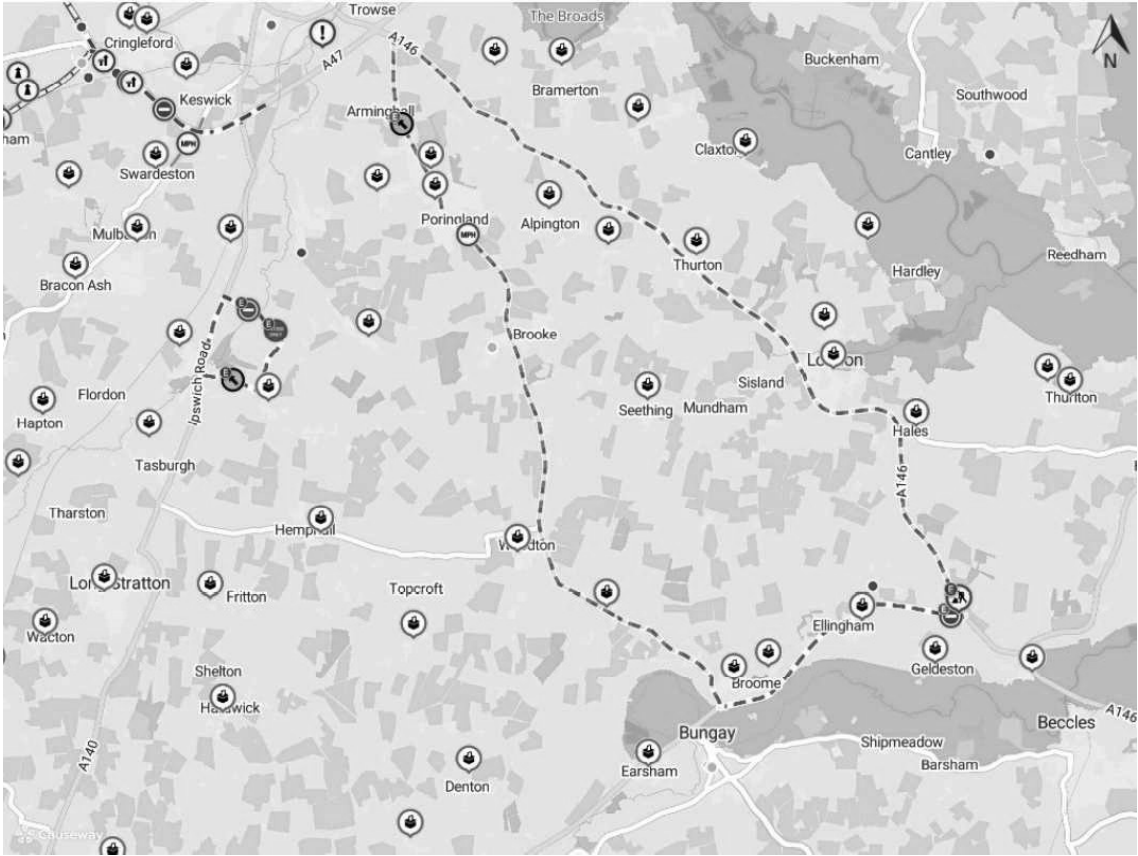
Penalty: £1000 maximum fine on conviction and/or endorsement for contravention.

In the event of the start date being delayed the new start date will be displayed on site in advance.

Full details on the closure are available at <https://one.network>. Any enquiries that cannot be answered on the one.network website should be directed to the South Area Streetworks (Infrastructure Department) contactable by telephone at 0344 800 8020 or email at streetworks@norfolk.gov.uk

Dated this 20th day of March 2026.

Katrina Hulatt
Director of Legal Services (nplaw)
County Hall
Martineau Lane
Norwich
NR1 2DH



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Stockton STRO14102 PT

Small electrical collection service

Lisa Fountain <Lisa.Fountain@southnorfolkandbroadland.gov.uk >

Wed, 04 Mar 2026 1:15:05 PM +0000

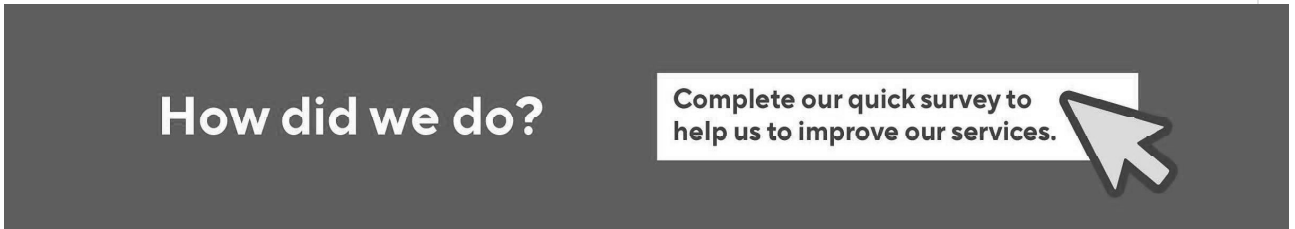
To "SNC Parish Clerks"<SNCParishClerks@southnorfolkandbroadland.gov.uk>

Dear clerks,

Please find attached a poster advertising our new small electrical collection service. Please can you share this information and place on your local noticeboards.

Kind regards
Lisa

Lisa Fountain
Recycling & Partnerships Officer
t 01508 533641 e lisa.fountain@southnorfolkandbroadland.gov.uk



Our Broadland and South Norfolk Councils offices are now based at Broadland Business Park in the [Horizon Centre](#). Find out how you can access our services by visiting our website or by calling us on 01508 533633

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1 Attachment(s)

RYE_HypnoCat_editable_A4_...
1.9 MB

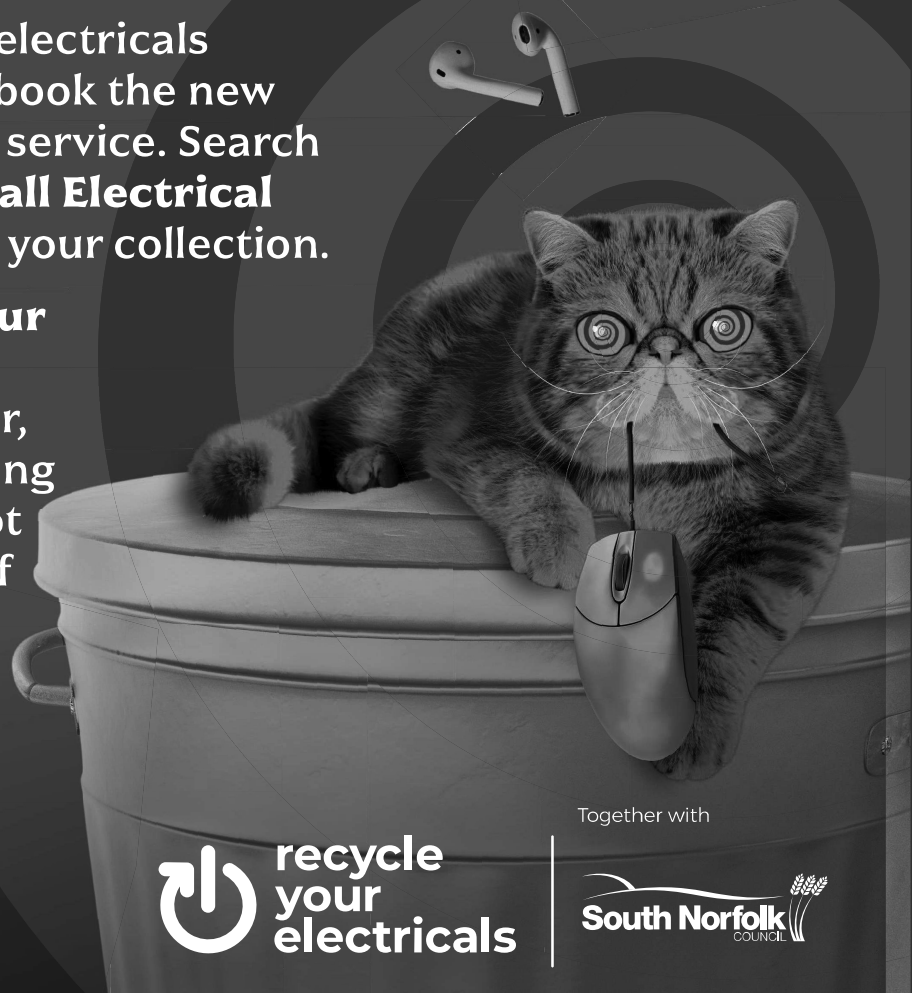
HUMANS OF
SOUTH NORFOLK

Don't bin them, recycle your old electricals

Anything with a plug, battery
or cable can be recycled and
turned into something new.

Bag up your small electricals
and batteries and book the new
kerbside recycling service. Search
**South Norfolk Small Electrical
Recycling** to book your collection.

Search 'recycle your
electricals' to find
all your local, repair,
donation or recycling
points for items not
accepted as part of
this service.



 **recycle
your
electricals**

Together with

 **South Norfolk**
COUNCIL

Norwich Western Link project update

Dear Sir / Madam,

It's been a while since we've updated you about our Norwich Western Link project, so we thought we would get in touch to let you know what's been happening in the last few months.

You might recall that when we emailed in October we told you that the Department for Transport (DfT) were carrying out a review of projects in their national Major Road Network programme, and this included the Norwich Western Link. The provision of nearly £1 million of development funding from the Government towards the project, which they agreed 'in principle' last July, is dependent on the outcome of this review.

DfT had originally indicated that the review would conclude before the end of last year but, at the time of writing, there has been no decision from them and we understand this is the same for all the projects that are being reviewed.

We believe we are in a strong position with our Norwich Western Link project in terms of being able to evidence the pressing need for a solution to be found to the transport issues to the west of Norwich.

So we're very hopeful that we'll receive a positive decision from DfT. However, until they release their development funding, we can't complete our work to assess options for a potential Norwich Western Link.

If they do confirm this funding, the project team will aim to ramp up work as quickly as we can to try to limit any delays as a result of the DfT review. The intention remains to produce a shortlist of potential options for a Norwich Western Link and ask for people's views on them through a public consultation.

While we haven't been able to progress work on our Norwich Western Link project as quickly as we would have liked, we have been working on some smaller scale measures to try to address some of the growing traffic issues and road safety concerns in communities to the west of Norwich.

Reduced speed limits were implemented in the parishes of Weston Longville, Morton on the Hill and Honingham late last year. Following a public consultation, physical measures, including 'build outs' on roads that give priority to traffic travelling in one direction, are also scheduled to be installed in these areas later this year. And reduced speed limits in Felthorpe and the Barnham Broom area are due to be introduced this year too.

A larger scale intervention through our Norwich Western Link project will be needed to really tackle the rat-running, congestion and delays that are the bane of communities and businesses to the west of Norwich. In the meantime, we are getting on with introducing these measures and they will hopefully help to alleviate some of the traffic problems.

I hope it's helpful to know where we are with the project. If you'd like further information on the Norwich Western Link, you can find it on our website at

information on the NORWICH WESTERN LINK, you can find it on our website at www.norfolk.gov.uk/nwl

Best wishes,

Graham

Cllr Graham Plant

Cabinet Member for Highways, Infrastructure and Transport

Norfolk County Council

If you wish to contact the Norwich Western Link project team, please email norwichwesternlink@norfolk.gov.uk

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[Update preferences or unsubscribe](#)

10. **Financial Report:**

Balance b/f at 12 th January 2026			£ 72,517.48
Receipts:			
Ellingham United Charities	Grant for purchase and ongoing maintenance of new defibrillator		£ 900.00
South Norfolk Council	Grant for bus shelter - County Cllr ward member fund		£ 1,683.20
Sub-total of receipts			£ 2,583.20
Debit card payments:			
Lloyds Bank	Debit card monthly charge	£3.00	£ 3.00
Wel Medical	Purchase of defibrillator	£834.00	£ 837.00
	Debit card monthly charge	£3.00	
Standing orders:			
Jane Love	Clerk's monthly salary – February		£ 577.74
Jane Love	Clerk's monthly salary – March		£ 577.74
Payment between meetings:			
Unity Trust	Bank charges		£ 12.00
Trevor Edwards	Grant payment for KC Memorial Hall		£ 1,200.00
HMRC	Clerk tax & NICs		£ 257.60
Norfolk Parish Training	Grant funding, M Skipper, 4/3/2026		£ 48.00
Norfolk Parish Training	Grant funding, J Pickering, 4/3/2026		£ 48.00
Norfolk Parish Training	Understanding charities, J Love, 28/1/26		£ 62.40
Norfolk Parish Training	Understanding charities, K Mallard, 28/1/26		£ 62.40
Norfolk Parish Training	Engaging communities, J Love, 16/3/26		£ 62.40
Amazon	Bird deterrent for play equipment	£ 14.99	£ 17.99
	Debit card monthly charge	£ 3.00	
Payments to be agreed:			
IMON Site Ltd	January + February grasscutting		£ 240.00
Norfolk Parish Training	Subscription for 2026/27		£ 281.27
Norfolk Parish Training	Chairing with confidence, A Raymant, 11/6/26		£ 62.40
Kirby Cane Memorial Hall	Hire of hall for PC meeting 23/3/26		£ 20.00
Norfolk Pension Fund	Clerk's pension contribs Feb/March		£ 357.24
Jane Love	Balance payment		£ 56.47
Sub-total of payments			£ 4,783.65
Balance c/f at 23rd March 2026			£ 70,317.03 *

**This total includes £3000 reserve towards the cost of a future election, £13000 in general reserves, £1000 contingency reserve, £266 for the playground project, £18815 for the footway lights, £5544 for the car park project, and £205 towards defibrillator costs*

Signed: _____

Chairman

Clerk/RFO

Date: 23rd March 2026

Current T1

60-83-01 • 20454681

Balance Available balance

£ **29,697.30** £ **29,697.30****Show:**

Transactions	▼
--------------	---

Balances are correct as of 17:59 on 18 Mar 2026.

↑ Date	Description	Paid in	Paid out	Balance
02/03/26	S/O to: Mrs Jane Love • SALARY		-577.74	29,715.29
16/03/26	Direct Debit (LLOYDS BANK PLC) • 80000032898III9026		-17.99	29,697.30
	Deposit account balance			42,214.85
	Total at bank, 18/3/26			£71,912.15
	Payments to be agreed			-£1,595.10
	Total			£70,317.03

Balance @ 01/04/25	£68,619.60
Receipts to date	£35,641.04
Payments to date	-£33,943.61
Total	£70,317.03

Cash book balance	£70,317.03
-------------------	------------

Your Account Statement



For Businesses. For Communities. For Good.

Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

Mrs Jane Love
The Old Chapel
Chapel Lane
Norwich
NR15 1YP

Date: 28/02/2026

Account Name: Kirby Cane And Ellingham
Parish Council

Swift Code (BIC): NWBKGB2L

IBAN Number: GB93NWBK60023571418024

Sort Code: 608301

Account Number: 20454681

Your arranged overdraft limit is £0.00

Go Paperless! Receive your statements online and we'll notify you by SMS or email when they're available to view. Simply log into Your Online Banking and update your statement preferences or give us a call on 0345 140 1000



For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: FSCS.org.uk or refer to our FSCS Information Sheet and Exclusions List at unity.co.uk/fscs

Contact Us

Call us: 0345 140 1000

Email us: us@unity.co.uk

Visit us: unity.co.uk

Your Current T1 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
31/01/2026		Balance brought forward	£0.00	£0.00	£31,136.03
10/02/2026	Direct Debit	Direct Debit (LLOYDS BANK PLC)	£637.00 ✓	£0.00	£30,299.03
28/02/2026	Fee	Service Charge	£6.00 ✓	£0.00	£30,293.03

Page number 1 of 2

Statement number 039

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Registered Office: Four Brindleyplace, Birmingham, B1 2JB
Registered in England and Wales no. 1713124
Calls may be monitored and recorded for training, quality and security purposes.
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Your Account Statement



For Businesses. For Communities. For Good.

Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

Mrs Jane Love
The Old Chapel
Chapel Lane
Norwich
NR15 1YP

Date: 31/01/2026

Account Name: Kirby Cane And Ellingham
Parish Council

Swift Code (BIC): NWBKGB2L

IBAN Number: GB93NWBK60023571418024

Sort Code: 608301

Account Number: 20454681

Your arranged overdraft limit is £0.00

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Contact Us

Call us: 0345 140 1000

Email us: us@unity.co.uk

Visit us: [unity.co.uk](https://www.unity.co.uk)

Your Current T1 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
31/12/2025		Balance brought forward	£0.00	£0.00	£31,980.27
03/01/2026	Faster Payment Debit	B/P to: NORWICH FTS	£62.40	£0.00	£31,917.87
05/01/2026	Faster Payment Debit	B/P to: Steve Jackman	£175.00	£0.00	£31,742.87
14/01/2026	Faster Payment Debit	B/P to: Mrs Jane Love	£65.22	£0.00	£31,677.65

Page number 1 of 3

Statement number 038

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Your Current T1 account transactions:					
Date	Type	Details	Payments Out	Payments in	Balance
14/01/2026	Faster Payment Debit	B/P to: Norfolk Pension Fu	£357.22 ✓	£0.00	£31,320.43
14/01/2026	Faster Payment Debit	B/P to: KC Memorial Hall	£40.00 ✓	£0.00	£31,280.43
14/01/2026	Faster Payment Debit	B/P to: JS Post Control	£100.00 ✓	£0.00	£31,120.07
14/01/2026	Faster Payment Debit	B/P to: IMON Site Ltd	£240.00 ✓	£0.00	£30,880.37
14/01/2026	Faster Payment Debit	B/P to: Trevor Edwards	£1,200.00 ✓	£0.00	£29,680.37
16/01/2026	Direct Debit	Direct Debit (LLOYDS BANK PLC)	£3.00 ✓	£0.00	£29,677.37
16/01/2026	Credit	NCC BACS A/P	£0.00	£1,683.20 ✓	£31,360.57
20/01/2026	Credit	Credit 000016	£0.00	£900.00 ✓	£32,260.57
23/01/2026	Direct Debit	Direct Debit (HMRC SDDS)	£257.60 ✓	£0.00	£32,002.97
27/01/2026	Faster Payment Debit	B/P to: Norfolk PTS	£48.00 ✓	£0.00	£31,954.97
27/01/2026	Faster Payment Debit	B/P to: Norfolk PTS	£48.00 ✓	£0.00	£31,906.97
27/01/2026	Faster Payment Debit	B/P to: Norfolk PTS	£62.40 ✓	£0.00	£31,844.57
27/01/2026	Faster Payment Debit	B/P to: Norfolk PTS	£62.40 ✓	£0.00	£31,782.17
27/01/2026	Faster Payment Debit	B/P to: Norfolk PTS	£62.40 ✓	£0.00	£31,719.77
28/01/2026	Standing Order	S/O to: Mrs Jane Love	£577.74 ✓	£0.00	£31,142.03
31/01/2026	Fee	Service Charge	£6.00 ✓	£0.00	£31,136.03

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Your Account Statement



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Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

1054403013 | 00823

Mrs Jane Love
The Old Chapel
Chapel Lane
Norwich
NR15 1YP

Date: 28/02/2026

Account Name: Kirby Cane And Ellingham
Parish Council

Swift Code (BIC): NWBKGB2L
IBAN Number: GB93NWBK60023571418024

Sort Code: 608301
Account Number: 20488644

Go Paperless! Receive your statements online and we'll notify you by SMS or email when they're available to view. Simply log into Your Online Banking and update your statement preferences or give us a call on 0345 140 1000



The credit interest rate is 2.10% AER as of your statement date.

Contact Us

- Call us: 0345 140 1000
- Email us: us@unity.co.uk
- Visit us: unity.co.uk



For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: FSCS.org.uk or refer to our FSCS Information Sheet and Exclusions List at unity.co.uk/fscs

Your Instant Access account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
31/01/2026		Balance brought forward	£0.00	£0.00	£42,214.85

Page number 1 of 2

Statement number 029

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1054403013 | 00823 | 00001 | 00001 |

Paid

Payment reference ID 3JvSNPi8DnQvr3NkOEMA

Sold by IDEAL DIRECT LTD

VAT # GB770474715

Invoice date / Delivery date 16 February 2026

Invoice # GB602E78Y7BDPI

Total payable £14.99

KIRBY CANE & ELLINGHAM PARISH COUNCIL
 THE OLD CHAPEL CHAPEL LANE SHOTESHAM ALL
 SAINTS
 NORWICH, NR15 1YP
 GB

For customer support visit www.amazon.co.uk/contact-us

Billing address

Kirby Cane & Ellingham Parish Council
 THE OLD CHAPEL CHAPEL LANE
 SHOTESHAM ALL SAINTS
 NORWICH, NR15 1YP
 GB

Delivery address

Julie Pickering
 FLAT 99, YARMOUTH ROAD ELLINGHAM
 BUNGAY, Norfolk, NR35 2PH
 GB

Sold by

IDEAL DIRECT LTD
 KNIGHTS PARK INDUSTRIAL ESTATE KNIGHT
 ROAD
 Kent
 ROCHESTER, Unit B1/B2, Knights Park, ME2 2LS
 GB
 VAT # GB770474715

Order information

Order date 16 February 2026
 Order # 204-2058403-1178743

Invoice details

Description	Qty	Unit price (excl. VAT)	VAT rate	Unit price (incl. VAT)	Item subtotal (incl. VAT)
Pest-X Pro Bird Fence Spikes - Metal Anti Pigeon and Bird Spikes for Roof, Fence Tops, Gutter - Durable Deterrent Spike Strip - Seagull, Squirrel & Pigeon Prevention Barrier (5M Coverage) ASIN: B0GFNKPCL8	1	£12.49	20%	£14.99	£14.99
Shipping Charges		£0.00		£0.00	£0.00

Invoice total £14.99

VAT rate	Item subtotal (excl. VAT)	VAT subtotal
20%	£12.49	£2.50
Total	£12.49	£2.50

INVOICE

Norfolk Parish Training and Support

22 Henry Preston Road
Tasburgh, Norfolk NR15 1NU
VAT Registration No. 489779983

team@norfolkpts.org
+44 1603857004
<https://www.norfolkpts.org/>



Bill to

Kirby Cane & Ellingham Parish Council
Jane Love
kcederk@gmail.com

Ship to

Kirby Cane & Ellingham Parish Council
Jane Love
kcederk@gmail.com

Invoice details

Invoice no.: 30362
Terms: Net 30
Invoice date: 06/02/2026
Due date: 08/03/2026

#	Date	Product or service	Description	Amount	VAT
1.	11/06/2026	Chairing with Confidence (2 Parts)	Andrew Raymant	£52.00	20.0% S
				Subtotal	£52.00
BACS Payments				VAT @ 20% on £52.00	£10.40
Norfolk Parish Training & Support Account number: 00010734 Sort code: 77-68-22 Please use the invoice number in the reference line				Total	£62.40

Please make cheques payable to: Norfolk Parish Training & Support

Jane Love

Tel: 07774 641057

Date: 23rd March 2026

Re: Clerk's salary for February and March 2026 @ £ 1,275.82
£637.91 / month (8 hours/week)

Less pension @ 5.5% -£ 70.17

Less tax for February -£ 38.60

Less tax for March -£ 39.60

Expenses :

Use of home @ £18 per month £ 36.00

Mileage * (97 miles at 50p/mile**) £ 48.50

Total **£ 1,211.95**

** rate increased from 45p/mile to 50p/mile at PC meeting on 21st
March 2022 – clerk will declare extra benefit to HMRC when declaring
monthly salary on RTI system

Payments :

28/10/25	Standing order - salary for December	£577.74	£577.74
28/11/25	Standing order - salary for January	£577.74	£577.74
12/01/26	Mileage **	£48.50	£56.47
	Use of home @ £18 per month	£36.00	
	Adjustment for tax	-£28.03	
			£1,211.95

* Mileage breakdown:

20/2/26	Collect PSPO signs at Black Dog Signs, Earsham & deliver to Crossways Ellingham	49	
18/3/26	To KC to post notice for PC meeting	24	
23/3/26	To KC MH for PC meeting	24	
	Mileage at permitted rate (45p/mile)	£43.65	97
	Additional rate agreed by PC, Mar-22 (5p/mile)	£4.85	£637.91 + £4.85 = £642.76 declared with March salary



Norfolk Pension Fund

Please refer to the 'Notes' tab on how to complete this form

Telephone: (01603) 222906		Email: 01 Apr 2025		Sam Ayling Sam.Ayling@norfolk.gov.uk	
Kirby Cane and Ellingham Parish Council		Effective from		Altair Code	
Jane Love		22.50%		00542	
07774 641057		Effective from		FIMS Code	
kcedlerk@gmail.com				XP93372	

This form must be submitted to Sam.Ayling@norfolk.gov.uk before payment is made

Month of	Date Payment Due	Pensionable pay (The total of MAIN Section and 50/50 Section INCLUDING any assumed pay) NOT JUST ACTUAL PENSIONABLE PAY	EMPLOYEES (Ees)			Tot Ees	EMPLOYERS (Ers)			Sub TOTAL EEs + ER's This should reconcile with I-Connect monthly submission	Date Date Data successfully submitted to I-Connect	PLUS	EMPLOYERS (Ers) Secondary Rate (ER's)	TOTAL Payment EE's + ER's + Secondary Amount
			Normal Basic (Ees)	Additional Contributions (including APC) (Ees)	Normal (Primary Rate) (ER's)		APC (ER's)	Arrears relating to previous year(s) (ER's)	Total Ers					
Apr 2025	15 May 2025	618.13	34.00		34.00	139.08			139.08	139.08	PLUS	0.00	173.08	
May 2025	13 Jun 2025	618.13	34.00		34.00	139.08			139.08	139.08	PLUS	0.00	173.08	
Jun 2025	15 Jul 2025	618.13	34.00		34.00	139.08			139.08	139.08	PLUS	0.00	173.08	
Jul 2025	15 Aug 2025	618.13	34.00		34.00	139.08			139.08	139.08	PLUS	0.00	173.08	
Aug 2025	15 Sep 2025	618.13	34.00		34.00	139.08			139.08	139.08	PLUS	0.00	173.08	
Sep 2025	15 Oct 2025	618.13	34.00		34.00	139.08			139.08	139.08	PLUS	0.00	173.08	
Oct 2025	14 Nov 2025	618.13	34.00		34.00	139.08			139.08	139.08	PLUS	0.00	173.08	
Nov 2025	15 Dec 2025	776.37	42.70		42.70	174.68			174.68	217.38	PLUS	0.00	217.38	
Dec 2025	15 Jan 2026	637.91	35.09		35.09	143.53			143.53	178.61	PLUS	0.00	178.61	
Jan 2026	13 Feb 2026	637.91	35.09		35.09	143.53			143.53	178.61	PLUS	0.00	178.61	
Feb 2026	13 Mar 2026	637.91	35.09		35.09	143.53			143.53	178.62	PLUS	0.00	178.62	
Mar 2026	15 Apr 2026	637.91	35.09		35.09	143.53			143.53	178.62	PLUS	0.00	178.62	
		7,654.92	421.04		421.04	1,772.36		0.00	1,772.36	2,143.41		0.00	2,143.41	

Notes from person completing this spreadsheet
Annual pay increase added to November 2025 salary

Kirby Cane Memorial Hall
c/o Philip Fleischer
spf1@protonmail.com

Date: 23rd March 2026

Kirby Cane & Ellingham Parish Council

To:

Hire of Kirby Cane Memorial Hall for tonight's meeting £20.00

£20.00

INVOICE

Norfolk Parish Training and Support

22 Henry Preston Road
Tasburgh, Norfolk NR15 1NU
VAT Registration No. 489779983

team@norfolkpts.org
+44 1603857004
<https://www.norfolkpts.org/>



NORFOLK PARISH TRAINING & SUPPORT

Bill to Kirby Cane & Ellingham Parish Council Jane Love kcederk@gmail.com	Ship to Kirby Cane & Ellingham Parish Council Jane Love kcederk@gmail.com
---	---

Invoice details

Invoice no.: 30603
Terms: Net 60
Invoice date: 04/03/2026
Due date: 30/04/2026

#	Date	Product or service	Description	Amount	VAT
1.	01/04/2026	Subscription	1 April 2026 - 31 March 2027	£234.39	20.0% S
				Subtotal	£234.39
BACS Payments				VAT @ 20% on £234.39	£46.88
Norfolk Parish Training & Support Account number: 00010734 Sort code: 77-68-22 Please use the invoice number in the reference line				Total	£281.27

Please make cheques payable to: Norfolk Parish Training & Support

INVOICE

Norfolk Parish Training and Support

22 Henry Preston Road
Tasburgh, Norfolk NR15 1NU
VAT Registration No. 489779983

team@norfolkpts.org
+44 1603857004
<https://www.norfolkpts.org/>



Bill to Kirby Cane & Ellingham Parish Council Jane Love kcederk@gmail.com	Ship to Kirby Cane & Ellingham Parish Council Jane Love kcederk@gmail.com
---	---

Invoice details

Invoice no.: 30270
Terms: Net 30
Invoice date: 23/01/2026
Due date: 22/02/2026

#	Date	Product or service	Description	Amount	VAT
1.	04/03/2026	Grant Funding and the Project Process	Mike Skipper	£40.00	20.0% S
				Subtotal	£40.00
BACS Payments				VAT @ 20% on £40.00	£8.00
Norfolk Parish Training & Support Account number: 00010734 Sort code: 77-68-22 Please use the invoice number in the reference line				Total	£48.00

Please make cheques payable to: Norfolk Parish Training & Support

INVOICE

Norfolk Parish Training and Support

22 Henry Preston Road
Tasburgh, Norfolk NR15 1NU
VAT Registration No. 489779983

team@norfolkpts.org
+44 1603857004
<https://www.norfolkpts.org/>



Bill to

Kirby Cane & Ellingham Parish Council
Jane Love
kcederk@gmail.com

Ship to

Kirby Cane & Ellingham Parish Council
Jane Love
kcederk@gmail.com

Invoice details

Invoice no.: 30271
Terms: Net 30
Invoice date: 23/01/2026
Due date: 22/02/2026

#	Date	Product or service	Description	Amount	VAT
1.	04/03/2026	Grant Funding and the Project Process	Julie Pickering	£40.00	20.0% S
				Subtotal	£40.00
BACS Payments				VAT @ 20% on £40.00	£8.00
Norfolk Parish Training & Support Account number: 00010734 Sort code: 77-68-22 Please use the invoice number in the reference line				Total	£48.00

Please make cheques payable to: Norfolk Parish Training & Support

INVOICE

Norfolk Parish Training and Support

22 Henry Preston Road
Tasburgh, Norfolk NR15 1NU
VAT Registration No. 489779983

team@norfolkpts.org
+44 1603857004
<https://www.norfolkpts.org/>



Bill to

Kirby Cane & Ellingham Parish Council
Jane Love
kcederk@gmail.com

Ship to

Kirby Cane & Ellingham Parish Council
Jane Love
kcederk@gmail.com

Invoice details

Invoice no.: 30276
Terms: Net 30
Invoice date: 23/01/2026
Due date: 22/02/2026

#	Date	Product or service	Description	Amount	VAT
1.	28/01/2026	Understanding Charities	Jane Love	£52.00	20.0% S
				Subtotal	£52.00
BACS Payments				VAT @ 20% on £52.00	£10.40
Norfolk Parish Training & Support Account number: 00010734 Sort code: 77-68-22 Please use the invoice number in the reference line				Total	£62.40

Please make cheques payable to: Norfolk Parish Training & Support

INVOICE

Norfolk Parish Training and Support

22 Henry Preston Road
Tasburgh, Norfolk NR15 1NU
VAT Registration No. 489779983

team@norfolkpts.org
+44 1603857004
<https://www.norfolkpts.org/>



Bill to

Kirby Cane & Ellingham Parish Council
Jane Love
kcederk@gmail.com

Ship to

Kirby Cane & Ellingham Parish Council
Jane Love
kcederk@gmail.com

Invoice details

Invoice no.: 30277
Terms: Net 30
Invoice date: 23/01/2026
Due date: 22/02/2026

#	Date	Product or service	Description	Amount	VAT
1.	28/01/2026	Understanding Charities	Bradley Mallard	£52.00	20.0% S
				Subtotal	£52.00
BACS Payments				VAT @ 20% on £52.00	£10.40
Norfolk Parish Training & Support Account number: 00010734 Sort code: 77-68-22 Please use the invoice number in the reference line				Total	£62.40

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Bill to

Kirby Cane & Ellingham Parish Council
Jane Love
kcederk@gmail.com

Ship to

Kirby Cane & Ellingham Parish Council
Jane Love
kcederk@gmail.com

Invoice details

Invoice no.: 30278
Terms: Net 30
Invoice date: 23/01/2026
Due date: 22/02/2026

#	Date	Product or service	Description	Amount	VAT
1.	16/03/2026	Engaging your Community	Jane Love	£52.00	20.0% S
				Subtotal	£52.00
BACS Payments				VAT @ 20% on £52.00	£10.40
Norfolk Parish Training & Support Account number: 00010734 Sort code: 77-68-22 Please use the invoice number in the reference line				Total	£62.40

Please make cheques payable to: Norfolk Parish Training & Support

< receipts+acct_1DrPMBFs7q4XZxVL@stripe.com >

Tue, 20 Jan 2026 8:35:46 AM +0000

To "clerk"<clerk@kce-pc.gov.uk>



Receipt from WEL Medical Limited

Receipt #1626-0274

AMOUNT PAID	DATE PAID	PAYMENT METHOD
£834.00	Jan 20, 2026, 8:34:21 AM	VISA - 6641

SUMMARY

NetSuite Sales Order #S286963 × 1	£834.00
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Amount paid	£834.00
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If you have any questions, contact us at orders@welmedical.com or call us at **+44 1252 344007**.

Something wrong with the email? [View it in your browser.](#)

You're receiving this email because you made a purchase at WEL Medical Limited, which partners with Stripe to provide invoicing and payment processing.

Kirby Cane and Ellingham Parish
Council
Jane Love
Parish Clerk
Clavelshay
Toad Lane
Thwaite St Mary
Norfolk
NR35 2EQ

Please contact Alex Younger
Telephone 01603 222995

Email alexander.younger@norfolk.gov.uk
Our ref: 2025 Val

10 February 2026

Dear Jane

**Norfolk Pension Fund
Kirby Cane and Ellingham Parish Council**

I am writing as part of the Triennial Valuation of the pension fund as of 31 March 2025. This Valuation sets the rates payable by employers for the three years beginning 1 April 2026.

Your Employer Contribution Rate

You are covered by the employer contribution rate stabilisation mechanism that is described in the Funding Strategy Statement. The application of the mechanism for the 2025 Valuation has resulted in an immediate reduction in your employer contributions by **3%** of pensionable pay.

Your contribution rate for the next three years is:

	Contribution Rate
1 April 2026 to 31 March 2027	19.5%
1 April 2027 to 31 March 2028	19.5%
1 April 2028 to 31 March 2029	19.5%

We have previously issued your results schedule, covering notes and Funding Strategy Statement consultation draft, which summarise how your employer contributions rates are calculated.

The Actuary will certify these as the minimum rates payable for the period. The rates will be applied from 1 April 2026 until 31 March 2029, unless material

events occur affecting either the fund as a whole, or your specific section within the fund. In this event, the governing regulations permit the Actuary to certify a revised rate where he believes this to be appropriate.

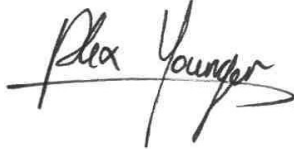
The actuary's calculations are based on the member data you supply to us. If you believe there are any discrepancies in the data, please let us know as soon as possible as this may affect the results. If you have any queries regarding these results, please do not hesitate to contact us.

Next Steps

Please sign and return the attached slip acknowledging your receipt of the new rates to sam.ayling@norfolk.gov.uk by **10th March 2026**.

The Actuary will formally sign-off the valuation by 31 March 2026. The final report will be published on our website after this date. If you would like to receive a hard copy of the document, please contact us and we will be happy to provide it. If you have any queries, please do not hesitate to contact either myself or any member of the pension team, who will be happy to assist.

Yours sincerely,

A handwritten signature in black ink that reads "Alex Younger". The signature is written in a cursive style with a long horizontal stroke at the end.

Alex Younger
Head of Funding and Investment

Sam Ayling
Norfolk Pension Fund
County Hall
Martineau Lane
NORWICH
NR1 2DH

Kirby Cane and Ellingham Parish
Council
Jane Love
Parish Clerk
Clavelshay
Toad Lane
Thwaite St Mary
Norfolk
NR35 2EQ

Our ref: 2025 Val

Norfolk Pension Fund
Kirby Cane and Ellingham Parish Council

I confirm receipt of your letter dated 10th February 2026 and acknowledge the employer's contribution rate for the next three years will be:

	Contribution Rate
1 April 2026 to 31 March 2027	19.5%
1 April 2027 to 31 March 2028	19.5%
1 April 2028 to 31 March 2029	19.5%

Signed

Name

Title

Date

KIRBY CANE & ELLINGHAM PARISH COUNCIL POLICY ON RECORD MANAGEMENT

For consideration at parish council meeting on Monday, 23rd March 2026

1. Introduction

Information is an asset. The records of the Council are important sources of administrative, evidential, financial and historical information. They are vital in its current and future operations, for the purposes of accountability and for an awareness and understanding of its history and procedures. However, they also need to be managed. They are only an asset if they provide important sources of administrative, evidential and historical information.

Records management is the systematic control, organisation, access to and protection of information from its creation, through its use, to its permanent retention or destruction.

There are 3 stages in the life cycle of information:

- a. It is created or received
- b. It is used
- c. It is disposed of or retained / archived.

The Importance of Record Management

If there is no agreed or recognised information handling system then ultimately chaos rules, time is lost and problems arise. This policy is therefore aimed towards promotion of systematic handling of information. The overall aim of this policy is not only to detail the procedure in relation to the management of records but ensure compliance with legislation and ensure awareness in the council of procedures and compliance.

The benefits of good record management:

- ✓ Improves the conduct of business
- ✓ Helps to ensure compliance with statutory obligations
- ✓ Supports the decision-making process
- ✓ Protects the interests of the council
- ✓ Makes tangible savings in time

2. Legislative Background

The Freedom of Information Act 2000 ("the Act") provides the citizen, who could be anyone anywhere including companies, with the right to request information from the Parish Council (PC). The only requirement is that PC must **HOLD** the information/record, which is the subject of the request. *'Hold' does not mean that the PC either initiated the information or that the information relates to PC's functions or operations. The information could be information that another organisation has initiated or produced, and forwarded to the PC for 'information purposes'.* The PC has adopted a Publication Scheme based on the model Scheme produced by the Information Commissioner. This identifies the information which is routinely or annually published by the PC and which is also a requirement of the Local Audit and

Accountability Act 2014. If a category is included in the Publication Scheme it must be published and any request for the disclosure of that information can simply be directed to the PC's publication source i.e. PC's website. Where an enquiry is made for information as a hard copy, this will be responded to by the Parish Clerk with the appropriate charges being made.

There is also data which is personal, and the Data Protection Act 2018 and the General Data Protection Regulations (GDPR) detail the principles which must be followed by organisations which process personal information. Personal information is information held about an individual which on its own or with other data can identify a living individual. Processing information means obtaining it, recording it, storing it, updating it and sharing it. Such information should not be held unnecessarily and should be destroyed securely. This information, if held, should be recorded in an Information Audit.

Information must often be retained for a considerable period of time and some indefinitely. There are statutory requirements relating to the retention of certain information or records, e.g. council minutes, personnel information for HMRC, financial information etc. (see Appendix 1) but the retention of other information is at the discretion of PC.(see Appendix 2). The destruction of some information has to be undertaken securely and destruction has to show conformity with this policy. The destruction of some paper copies should be complete i.e. incineration or shredding. Electronic copies must be completely deleted from any memory source or other media. It should be noted that the PC is not required to meet its disclosure commitments for information which is archived, out of date or otherwise inaccessible.

3. Definition of a record

A record means any documents or data which forms recorded evidence of PC's activities. i.e. hard copy letters, email messages or letters and other documents held electronically or set as a hard copy. This extends beyond the Clerk to individual members of the Council. These records or information are created or received, used and maintained by PC in the conduct of its activities. A record is something which can be retained and remain useable for as long as it is needed, it can be something which is required to be retained or something which can be destroyed when no longer required. A record if held either as an electronic copy or as a paper copy should be held within a file. Files should be titled with an indication of their content and where confidential marked thus. Emails which contain important information should be added to the relevant folder. Personal file names and uncommon abbreviations should not be used. A title should clearly indicate a version's status e.g. final version. Out of date material should be destroyed or deleted.

Categories of information which have a longer term or permanent use (but also refer Appendix 1)

- a) Items which might have been included or are currently included on the publication scheme – such as a policy or grass cutting contract. Such a document can be destroyed once it has been amended, unless required for historical reasons. For example, it is worthwhile for a PC to keep grass cutting contracts to compare information. Classes of

information described within the FOI Publication Scheme clearly state the time frame required for disclosure of that information

- b) Items which need to be retained for legislative purposes – such as the signed minutes. It is good practice to publish, as a minimum, current and previous council year. It might be practical for a council to retain its minutes for five years, in which case it would publish those minutes but when over five years old, the minute book might then be sent to the Norfolk Record Office (NRO) for safe keeping. If this is the case, then no disclosure is required.

4. Responsibility

The officer who has operational responsibility for retention and destruction is the Parish Clerk. However, all members of the Parish Council have a responsibility to ensure that they handle correspondence and information whether received or sent as a hard copy or electronically in the correct manner and that they adhere to the council's policy relating to retention and disposal correctly and in a timely way. The Clerk also has responsibility for maintaining the FOI Publication Scheme and for responding to requests for information requested. The Clerk has a responsibility to respond to subject access requests, investigate data breaches and for the careful audit of information held under Data Protection regulations.

Members should be made aware of the Policy and any paper 'movement' so that if they themselves hold copies of this information they can destroy that information.

5. Managing Emails

Emails are as much an official communication as a letter or memo and may be disclosed in response to a FOI request. The Clerk and Councillors must delete any personal data from letters and emails requested under FOI. Electronic messages can be legally binding and a council may be held liable for defamatory statements in emails. If an email contains important information it should be added to the relevant paper or electronic file. Out of date emails should be deleted. Care should be taken with sending email trails.

6. Saving Electronic Information

If password protected the Chairman or Deputy Chairman should be provided with the password. A back up system should be operated with two external storage drives – one of which should be held off site. Documents and folders should have file titles which are easily understood by everyone.

7. Retention of Hard Copy Documents

Records have been identified as described in 3. above and detailed in Appendix 1. These are records which should be kept or archived at the appropriate time. The Council office or the Clerk's home will still be the main location for stored records which should need to be retained past the operational requirement. The records stored in the Clerk's home will comprise a **single** copy of the retained record. The Norfolk Records Office (NRO) is identified as the place where records will be archived. The Clerk should not keep records which have been identified as items to be retained at the NRO.

8. **Destruction**

Upon the information reaching the expiry date for retention, the Parish Clerk shall ensure that **all** copies of that information are permanently destroyed. Papers which can be destroyed are detailed in Appendix 2. It is the responsibility of the Clerk to ensure proper disposal of the documents. Confidential means any record which contains personal information about a living individual.

9. **Review of this Policy**

This will be done periodically, and immediately if the legislation requires.

From : clerk@kce-pc.gov.uk
To : [REDACTED]
Subject : Re: BBC News: Three arrested AND ANOTHER ISSUE
Date : 19 Feb 2026 08:00

[REDACTED]
Sorry, this email got a bit lost, I'm still getting to grips with the new inbox!...

I am really sorry to hear that [REDACTED] had an accident and glad to hear [REDACTED] wasn't hurt, although I know how upsetting such incidents can be.

I will put the issue of street lighting in this area on the agenda of the next meeting for discussion.

Kind regards

Jane

Jane Love
Clerk to Kirby Cane & Ellingham Parish Council
07774 641057

Website: www.kce-pc.gov.uk

The information contained in this email is intended only for the person or organisation to which it is addressed. If you have received it by mistake, please disregard and notify the sender immediately. Unauthorised disclosure or use of such information may be a breach of legislation or confidentiality and may be legally privileged. Emails sent from and received by members and employees of Kirby Cane & Ellingham Parish Council may be monitored. They may also be disclosed to other people under legislation, particularly the Freedom of Information Act 2000. Unless this email relates to Kirby Cane & Ellingham Parish Council business it will be regarded by the council as personal and will not be authorised by or sent on behalf of the council. The sender will have sole responsibility for any legal actions or disputes that may arise.

— On Fri, 13 Feb 2026 11:34:01 +0000, [REDACTED] wrote —

Hello Jane,

[REDACTED]
[REDACTED]
[REDACTED] had an accident in Yarmouth road last Wednesday evening just after 9:00 pm [REDACTED] was dazzled by a light, presumably another cars headlights and this caused [REDACTED] collide with a parked [REDACTED]. [REDACTED] is unhurt. Whilst exchanging details, it was mentioned that there are no street lights and the area is very dark. The stretch of road is between the Olive tree and the junction with Lockhart Road. Is there any chance of getting some lighting there?

Best wishes

[REDACTED]
— On Thu, 12 Feb 2026 13:00:30 +00:00 Parish Clerk <clerk@kce-pc.gov.uk> wrote —

[REDACTED]

Robin Stock < rstock@kce-pc.gov.uk >

Sat, 21 Mar 2026 10:39:57 AM +0000

To "Jane Love"<clerk@kce-pc.gov.uk>,"James Lally Lally"<jlally@kce-pc.gov.uk>,"Richard Canham"<rcanham@kce-pc.gov.uk>,"Andrew Raymant"<araymant@kce-pc.gov.uk>,"Michael Skipper"<mskipper@kce-pc.gov.uk>,"Kerry Mallard"<kmallard@kce-pc.gov.uk>,"Julie Pickering"<jpickering@kce-pc.gov.uk>

=====
From: Simon Barrows <simonbarrows2660@gmail.com>
To: "Rstock" <rstock@kce-pc.gov.uk>
Date: Fri, 20 Mar 2026 16:57:40 +0000
Subject: SAM unit
===== Forwarded message =====

Hi Robin.
Bad news I'm afraid.
Westcotec have tested the unit and report that, and I quote, " the SS400 radar has failed".
Cost to replace the radar unit is £815. Additional cost would be a coin cell at £7.50 and labour at £90.
They tested the unit with a new radar unit and it worked OK.
I need to clarify if the cost of repairs quoted is subject to VAT.
I have informed Geldeston PC and await a response from members.
My question to you all is, do you want to go ahead and get it repaired, and would the PC contribute half towards the repairs.
Sorry to be bearer of bad news.
I have asked Westcotec to invoice me for the testing. I will forward this to Tina, our clerk, for her to sort.

Simon Barrows.
Geldeston Parish Council