



Great Massingham Locum Parish Clerk: Ms Amy Hart
9 Orchard Lane, Castle Acre, Norfolk, PE32 2BE

07815430777 
clerk@greatmassingham-pc.gov.uk 
greatmassingham-pc.info 

NOTICE IS HEREBY GIVEN OF THE GREAT MASSINGHAM PARISH COUNCIL MEETING TO BE HELD AT GREAT MASSINGHAM VILLAGE HALL ON MONDAY 16th FEBRUARY 2026 AT 19:30, REGARDING THE FOLLOWING BUSINESS:

1. APOLOGIES

2. MINUTES of the PC meeting 19th Jan 2026.

3. PUBLIC QUESTIONS (3 minutes max per speaker)

4. DECLARATIONS OF INTEREST

KH (Chair) Owen Cole Close, grass cutting Children's play area.

5. HEALTH & SAFETY Reports on any new H&S issues. 'Defib'. Tree report – update.

6. PLANNING

Application Number: **25/01974/F** (for information only)

Proposal: Overflow car park (retrospective)

Location: The Dabbling Duck, 11 Abbey Road, Great Massingham.

Planning Committee meeting 02/02/2026, King's Lynn Town Hall, Doors open at 9am. *(To register to speak call 01553 616879 or email borough.planning@west-norfolk.gov.uk).*

7. UPDATES ON ACTIONS REQUIRED FROM PREVIOUS MEETINGS

- 1) Swims behind 49-53 Station Road – to update & discuss
- 2) GMPC Precept application submitted & receipt confirmed 2026/27 – Locum Clerk to update
- 3) Village Green land at Weasenham Road / Land Registry (Cllr Brun to update)
- 4) Fishing warden job description & Cllr Fishing Warden Liaison vacancy – to update & discuss.
- 5) Village Noticeboard repair for damage and quote, (under Crime Reference Number 36/434/26). 'Before & After' photo requested. Replacement pinboard needed. TD Build quote £1,092.00 – to update.

8. REPORTS

- Highways, Village Hall, Great Massingham School, Biodiversity, The Mallard, Ponds (FOSP GM), Village Greens, Play Area, Allotment Association, NDP, GMPC HR Group

9. BCKLWN & NCC.

10. MATTERS REQUESTED BY COUNCILLORS

- a) Signing of Tripartite Deed of Dedication between GM VH, GM PC and The Big Lottery Fund by two presiding Cllrs and Clerk. Note: Approx costs from Wellers & Hedley £1950 + VAT – (Cllr Harries to update)
- b) Proposal for GMPC to maintain Children’s play area/grass cutting at Owen Cole Close – (update & discuss)
- c) Concern due to state of public access/footpath around Scotsman’s Pit – (Cllr Frazer to update)
- d) Pre-school and community housing proposal, behind doctors’ surgery – (Cllr Harries to update)
- e) New signatory for GMPC Unity Trust account – (to update)
- f) SSE energy account in dispute and under investigation ref: debit balance £4342.63. Request to submit up-to-date streetlight inventory to UK Powernetworks/SSE – (Locum Clerk to update)
- g) Resignation of Clerk and confirmation of final day 09/03/2026 – (to update & discuss)
- h) Pre School Land & Community Housing Proposal (Phase 2) – (Cllr Harries to update)

11. CORRESPONDENCE

- a) Email received from NCC regarding Little Massingham WTRO6533 to repair burst water main. Anticipated closure times: 9th January – 29th January 2026.
- b) Email received from NCC regarding Great Massingham WTRO6331 dated 06th January with potential extended closure date of 9th August 2026 – (Clerk / Cllr Dark to update)
- c) Email received from Norfolk Constabulary on 02/01/2026 regarding confirmation of criminal damage to Village Noticeboard under crime ref number: 36/424/26.
- d) Email received on 23/01/2026 from Wellers Law Group regarding Clause 4 of the National Lottery deed of dedication & approx. cost £1,950 +VAT to authorise the legal work – (Cllr Harries to update)
- e) Letter from The Drovers received on 18/12/2025 confirming acceptance of their DCO application by The Planning Inspectorate. Project information can be found here: [The Drovers Solar Farm - Project information](#) advice on NSIP’s can be found here: [Nationally Significant Infrastructure Projects: Advice pages - GOV.UK](#)
- f) Email received on 29/01/2026 from Electoral, via Cllr Beales regarding any potential delays to PC elections due to LGR – update.
- g) Email & letter received on 30/01/2026 from BCKLWN regarding ‘call for sites’ for development – update.

- h) Email received on 04/02/2026 from Allotment Association confirming that Sue Donnelly will be stepping onto the position of Secretary, following the Resignation of previous Secretary – (KH, Chair to update).
- i) Email of Resignation received on 09/02/2026 from Sarah Harvey and final day confirmation of 09/02/2026 – (point 10g).
- j) Email received from SSE Sarah Bonas regarding complaint – (Locum Clerk to update)
- k) Email received from UK Powernetworks on 12/02/2026 with certificate pack/MPAN's and expected kWh based on old inventory – (see point 10.f)

12. ACCOUNTS

ITEM:	Cost to PC Budget:	Grant funded:
Clerk Salary Sarah Harvey Salary, Travel & Expense claim 1.Clerk/RFO 19/01/2026-15/02/2026 (8 hours p/w @£16.35) 2.Mallard/Village Website (15 hours pcm @£16.35) Income Tax: National Insurance: 3.Allowance (use of home office @£2.00 per week)	1.£566.80 2.£245.25 -£21.00 £0.00 3.£8.00 Total Due: £799.05	
Locum Clerk weekly w/c 26th Jan and w/c16th February Salary from (w/c 26/01/2026) @ £25 p/h *Week 3 (w/c 26 th Jan) 8 hours *Week 4 (w/c 2 nd Feb) 8 hours *Week 5 (w/c 9 th Feb) 8 hours *Week 6 (w/c 16 th Feb) 8 hours	Week 3: £200.00 Week 4: £200.00 Week 5: £200.00 Week 6: £200.00 Total Due: £800.00	
Cozens Inv-10230 ref: R226-03 11/02/2026 <i>(Standard maintenance charge for February 2026)</i>	Total: £45.00 VAT: £9.00 Total Due: £54.00	
Minuteman Press: The Mallard Magazine. Inv: 46730 (job 67955) Date: 27/01/2026 550 A5 Parish Magazines (February 2026) B&W, with colour outer cover.	Total: £156.00 VAT: NIL Total Due: £156.00	

Re-imburement to Joules Lodge for February Mallard Delivery	£60.00 VAT: NIL Total Due: £60.00	
Inter-Logic Norfolk Limited. Inv: 7884 Date: 31/01/2026 Service: .net domain renewal from 31/01/2026 – 30/01/2026 <i>(New bank details noted for BACS).</i>	Total: £14.49 VAT: £2.90 Total Due: £17.39	
Capco Inv-23315 Massingham Adventure Play – Phase 1 20% due on commencement on site (Budget @ £70,000.00 + VAT) (Due: 24/02/2026)		Total: £14,000.00 VAT: £2,800.00 Total Due: £16,800.00 <i>(Grant fund confirmation transfer date required)</i>
Reimbursement to Kevin Hobart (Chair) re: Inv. IN13983 30/01/2026 Starlings of Swaffham (flowers for Sarah).	Total: £50.00 VAT: NIL Deliver Charge: £7.95 Total Due: £57.95	
SSE Inv: IV03800022 (for 01/11/2025 to 30/11/2025) BACS Inv structure identifier 8701182454 Balance brought forward from previous invoice: £2496.16 (Account in dispute 06/02/2026)	Total: £720.08 CCL: £13.20 VAT: £146.66 Total Due: £879.94	
Unity Trust banking charges (DD)	Total Due: £7.00	
Authorised for online payment by- Date: Signatory 1: Cllr Kevin Hobart Signatory 2: Cllr Peter James		

NOTE: Any payments to consider under 1) Late Payment Act 1998 or 2) Section 137 emergency spending (£11.20 per elector).

*HMRC Employer NI Contribution, Sarah Harvey (Class 1 NIC) Reconciliation. Ref: 120 P X 002988366 Dated: 06/02/2026 Total: £392.63 VAT: £NIL

Total Due: £392.63

(For period 05/10/2025 – 05/01/2026)

13. VILLAGE MAINTENANCE

Next PC meeting: Monday 16th March 2026 at 19:30pm in the GM Village Hall.

Signed:

A handwritten signature in black ink, consisting of a stylized, cursive 'A' followed by a horizontal line extending to the right.