

**Minutes of the Meeting of Oulton Parish Council held on Tuesday 27th October 2026 at
7.30pm at Oulton Chapel**

Present: Susan Mather, Chair
Alison Shaw
Andy Nash
Greg Peck
Paul Killingback
Sara Burns, Parish Clerk

Also present: Cty & Dst Cllr Sue Catchpole

1. Apologies for absence

Keith Reeves sent his apologies, accepted by all. Angela Brook from National Trust also sent her apologies.

2. Declaration of Interest for items on the agenda

None

3. Minutes of the meeting held on 30th September 2026

The minutes from the meeting held of 20th September were approved, agreed by all.

4. Public Forum

a. Public

Cllr Andy Nash reported he has cleaned up the top of the swing at the playground and has also inspected the tyres being in close proximity to the bench following the ROSPA playground inspection. He has agreed to move the tyres so this does not pose a danger. It was also noted the hedge is growing and needs topping, Andy Nash has agreed to trim the top of these along with moving a fallen tree, which is laying in the hedge.

b. County/District Councillors

Cty Cllr Sue Catchpole reported the following:

- The proposed Norfolk County Council (NCC) Budget is open for consultation; there are cuts across all departments apart from the Fire and Rescue Service. You are able to comment online.
- Changes within planning have now come into place, planning officers will make a majority of decisions and Dst Cllrs will no longer be able to call planning applications into the Planning Committee. There is a slide show on BDC website with the new regulations. There is a large emphasis on the number of comments, with strong use of planning terms.
- Following a recent briefing, it is now strongly recommended all Town and Parish Councils have an emergency plan in place. BDC have a template available.

c. National Trust

Angela Brook emailed a half term report, containing details of all activities being held at Blickling.

5. Finance

a. Cllrs previously received information on income and expenditure to the 30th of September and bank balances of:

£3832.70 – Community Account

- b. **Payments** – it was agreed to pay the following. Proposed by Susan Mather, seconded by Paul Killingback, all agreed:

i.	Sara-Louise Burns	Salary & Exp Oct 2026	£203.45
ii.	HMRC	PAYE Oct 2026	£41.20
iii.	Susan Mather	RBL Medium Poppy Wreath	£27.50
iv.	Sara-Louise Burns	Salary & Extra hours	£275.78
v.	HMRC	PAYE Nov 2026	£66.44

- c. **To discuss the draft 2027-28 budget and identify any items for inclusion.**

Clerk presented the draft budget and notes, both previously circulated. The Council were presented with four options of keeping the Precept the same and 2025-26 or increasing the Precept by varying amounts: 10, 20 or 30%. The Clerk reported all finance figures predicted to the year end and made a suggestion of increasing the Precept for 2027-28 by 20%.

Clerk also noted previous budget income and expenditure highlighting unclaimed glass recycling credits, being unable to claim back further than one year. Cty Cllr Sue Catchpole to enquire with BDC regarding this matter. After discussion, the Council are in favour of increasing the Precept by 30% to ensure income is in-line with expenditure, proposed by Paul Killingback, seconded by Alison Shaw, all in favour. Clerk to finalise budget and add to next agenda for approval.

- d. **To receive Unity Bank application update**

The Clerk reported there is no further update at this time, having spoken with Unity Bank, they have confirmed a delay in opening new accounts due to a high volume of applications whilst also making changes to their internal processes. Unity Bank confirmed the application has been received and will be processed shortly.

6. **Correspondence and Consultations**

- a. Response from Anglian Water regarding Susan Mathers submitted questions was noted. A discussion took place regarding the low water pressure in Oulton, it was agreed Susan Mather will contact Anglian Water regarding this.
- b. Broadland District Councils – Public Spaces Protection Order (PSPO) Consultation was noted, the consultation runs until Friday 27th November and comments can be submitted online.

7. **Planning**

- a. **New Applications**

None

- b. **To receive Solar Farm (Bluefield) update and note invoice for Community Benefit Fund.**

Clerk noted the invoice has been sent to Bluefield for £5000 from the Community Benefit Fund. This is to be spent on positive environmental impacts within the local community including areas such as Allotments, Hedging, Playground.

- c. **To receive Solar Farm (Bluestone METKA) update**

Susan Mather has submitted a request for clarification on the details regarding the CCTV, currently showing to cover areas outside the compound. Awaiting a response. Construction will be complete in 2027. Susan Mather has emailed METKA regarding the Community Fund of £30,000 to be split between the Parishes of Oulton, Cawston and

Heydon, there is no update at this time and Susan Mather will email again for an update.

d. To receive Anaerobic Digester update

Susan Mather called the case officer on 26th October and there is no update from the applicant. The applicant will be resubmitting a proposed new access area but there is no further information yet. When this plan is submitted to Broadland District Council, the Parish Council will be consulted on this.

e. To receive Poultry Farm update

Public consultation ends on the 27th November, no further update at this time.

f. Other planning matters

The Anaerobic Digester planning application in Lincolnshire has no further update, this may have an effect on the Oulton AD application, Susan Mather will update if there are changes.

8. Policies to adopt:

- a. Data Information Audit
- b. Privacy Statement

Both policies were reviewed and it was agreed to adopt both, proposed by Andy Nash, seconded by Susan Mather, all agreed.

9. To agree 2027 meeting schedule

Dates of meeting in 2027 were agreed. Clerk to publish on website, email to Sue Catchpole, Historic England and Manse house resident.

10. Items for inclusion on the next agenda

None

11. Date of next meeting: Tuesday 8th December 2026 7.30pm at Oulton Chapel

Meeting Closed at 9.05pm.

CHAIR