

Wiggenhall St Mary Magdalen Parish Council

Minutes of the Annual Meeting of the above named Parish Council held on 14 May 2026

Present - Cllrs: R Chitty (Chairman), J Morton, D Caulfield

Clerk S Hoggarth

18.26 Elect

a **Chairman** With his agreement Cllr Chitty was proposed, seconded and agreed. Declaration of acceptance was signed

b **Vice Chairman** With his agreement Cllr Morton was proposed, seconded and agreed. Declaration of acceptance was signed

19.26 Apologies for absence

Cllr Swaile

20.26 Minutes of the meetings

Meeting held on 9 April. Having been circulated previously, it was then agreed that the minutes were a true and accurate record of the meeting

21.26 Declarations of interest and dispensation requests

None

22.26 Public speaking

None

23.26 Matters arising

None

24.26 Correspondence (for information only)

As sent, including anonymous letter which the council are unable to action as per section 27 of the Standing Orders

25.26 Appoint representatives, co-ordinators and working party groups

a Clean-up team - Cllr Morton co-ordinating

b Speedwatch team co-ordinator - R Bone to send reports to the Clerk

c SAM2 co-ordinator - Cllr Morton

d Defibrillator monitoring - R Bone to send reports to the Clerk

e Magdalen Village Hall representative - Cllr Chitty

f Paddocks - P Heyes to send reports to the Clerk

g Local Farm - P Heyes to send reports to the Clerk

26.26 Highways

a Cllr Morton advises advance notice road closure signs have been placed for Burnt Lane

b Cllr Morton reports the new Stow Road trod has developed two large bumps. Clerk to report

c MoP will cut ditch by copse and check on path from Allotments to Lynn Road

d Pothole at the end of Prophets Lane has been fixed

e Broken water covers on Stow Road reported and marked for repair

f Fallen road sign at Toll Bar corner still marked as in progress

g Hedge opposite Chip Shop has been cut back

h Layby opposite old Forge marked as no further action by Highways, council to monitor

i Riverside abutment overgrown, Clerk to monitor/report

j S-Bend by Horseshoe Barn still has pot hole issues, clerk to report

27.26 Councillors and Clerk reports

a Safety Camera Officer has attended once with 1 reported

b Cllr Morton carried out a litter pick of the village with 2 x ½ bags collected

c 3 Speedwatch sessions with 6 vehicles reported out of 478

d Defib checked, all OK and report sent. Pads have been replaced

e New noticeboard has been installed by the bus stop, old board to be removed

28.26 Insurance Renewal

Clerk presented quotes and explained the increase in costs due to 3 year long term agreement expiring. Resolved to enter a new 3 year deal with Zurich and payment approved.

29.26 Paddock/Allotments

- a Clerk reported on payments
- b Council Representative advises all tracks and allotment areas OK

30.26 Biodiversity

- a Linnets and Pied Wagtails seen in the village and nesting ducks near the Priory. Red Underwing Moth, Holly Blue and Brimstone butterflies doing well. St Mark's Flies, Common Footman and craneflies doing well, a sign of clean lichen.

The PC was also notified of a proposed wildlife project in the Church grounds which is supported in line with our Biodiversity Policy

31.26 Village Survey

The results of the Survey were separated by category and discussed.

Social requests will be forwarded to the Village Hall, Eagle News and Church events committee.

Highways and speeding issues will continue to be monitored.

Village Enhancement suggestions are financially unviable currently but will be kept on file.

List of useful numbers to be put in the next Eagle News for specific issues mentioned.

32.26 Planning

- a Consider applications received- none
- b Application decisions - none

33.26 Finance

- a Resolved to accept monthly accounts to 30 April 2026
- b Resolved to pay schedule of payments

Ref 5/26	KL Internal Drainage Board*	DD	£156.47
Ref 6/26	Dog Bin emptying (26/27)*	BP	£1,913.18
Ref 11/26	Walpole Mowing	SO	506.67
Ref 12/26	R Goreham (IA)	BP	£75.00
Ref 13/26	Salary	DD	£551.16
Ref 14/26	HMRC	BP	£20.12
Ref 15/26	Village Hall	BP	£270.00
Ref 16/26	Community Heartbeat	BP	£89.94
ref 17/26	Service Charge	SO	£7.00
Ref 18/26	Norfolk ALC Subscriptions	BP	£282.42
Ref 19/26	Npower	SO	£90.16

*Not taken in April

- c Received schedule of regular payees as required by Financial Regulations
- d Confirmed signatories and online access for Parish Council banking, including adding D Caulfield
- e Received Annual Internal Auditors report for 2025/2026
- f Completed, approved and signed Section 1, Annual Governance Statement 2025/2026
- g Considered and resolved to approve and sign and date Section 2, Accounting Statement 2025/2026
- h Approved Bank Reconciliation, Variances and supporting documents to be sent to external auditor

34.26 Councillors' concerns and agenda items

None

35.26 Public Speaking

None

36.26 Date of next meeting

11 June 2026 6.30pm at Magdalen Village Hall

Meeting closed at 20.00

Signature

Date