

## **SOUTH WOOTTON PARISH COUNCIL**

### **Minutes of a Meeting held at 7pm on Tuesday, 10th March 2026 In the Parish Office Meeting Room, Church Lane, South Wootton**

**TO RECORD THOSE PRESENT:** Mr S Scales (Chairman), Mr P Bland (Vice Chairman), Mrs T Carney, Mrs M Albinson, Mrs T Banks, Mr M Narborough, Mrs D Gotts, Mr D Goddard, Mr H Hofmeister, Mr T Porter, Mr S Wells, Mrs T Cornwell (Parish Clerk), and Mrs M Kirby (Assistant Parish Clerk).

Borough Cllr Mr R Coates

Mr and Mrs W Border – Wootton Park Association / NWPC

**APOLOGIES:** Mr R Williamson and Borough/County Cllr Mr S Ring

**2. MINUTES OF THE LAST MEETING:** – 10<sup>th</sup> February 2026, these were proposed as a correct record by Mr Scales, seconded by Mr Bland with one abstention, all other members were in favour, and they were signed by the Chairman.

**3. DECLARATION OF INTERESTS:** – Mrs Banks declared an interest as she is an Allotment Tenant.

**4. QUESTIONS FROM THE PUBLIC:** Mr Scales welcomed Mr and Mrs Border to the meeting and asked if they had anything they wished to say.

Mr Border stated that they had come along to observe, however, had something to mention later under the Wootton Park heading.

### **5. REPORTS FROM THE BOROUGH AND COUNTY COUNCILLORS:**

**Borough Councillor Bland:** Mr Bland reported that he has recently been appointed to sit on the Regeneration and Development Committee.

He stated that he has spent some time looking into various complaints regarding the Knight's Hill Development (the use of the gate at the top of Ullswater Avenue, flooding in Ullswater Avenue gardens, working on Saturday afternoons and all day on Sundays without prior permission and the incorrect use of the temporary access).

He reported that the budget was agreed at February's full Council meeting.

Mr Bland has attended a preview inside the new library in the town, and he has spent some of his Councillor grant on new tents for the Beavers and the Cubs.

Comment was made that news is expected shortly regarding the Unitary breakdown for the County and this could be heard within the next week.

Mr Bland went on to inform members that the Public Consultation is still ongoing into whether residents would like a Parish / Town Council for Kings Lynn.

It was explained that 20,000 letters have been sent to the unparished properties in Kings Lynn and people can express their views simply using the online form, prior to the Consultation end date on 27<sup>th</sup> March 2026. (People without online access can participate using the public-access PCs at Kings Court or by obtaining paper consultation documents by calling the Borough Council customer services on 01553 616200 or by visiting either the receptions at King's Court or Lynnsport)

Mrs Cornwell stated that the Consultation has been advertised to South Wootton residents in Newspapers, within the Contact Magazine and via posters placed within the Parish Noticeboards.

With no questions, Mr Scales thanked Mr Bland for his report.

Borough Councillor Coates: Cllr Coates spoke regarding the lack of Street Lighting at Edward Benefer Way and explained that County Councillor Leslie Bambridge covers that area.

He said that after reading the issues raised in our February 2026 minutes and finding out that the decision to switch off the lights at this location was based on old statistics, he had decided to contact her regarding the situation.

Cllr Coates said that he will press her to find some up to date figures as the argument for switching them off seems silly bearing in mind that they are cost effective LED lamps.

Cllr Coates said that he would keep us informed regarding the matter.

Cllr Coates went on to speak about the new housing in the Woottons and read out the following report:

As part of the push to build new housing in the King's Lynn area, Planning Permission has been given for 4,000 homes at West Winch, and a new road is shortly to be built linking the A10 and the A47. However, the BBC has reported that Hopkins Homes, that was to build the first 1,100 houses at the site, has just pulled out of the scheme leaving only the 1,300 units in The Woottons likely to be built in the King's Lynn area along with some houses built for the Council originally intended for rent at Florence Field which are now being offered for sale.

Persimmon Homes, Lavender Fields, Nursery Lane, has 125 houses, 40 are currently unsold, including 15 open market and 25 for Housing Association.

Allison Homes, Wootton Grange, Edward Benefer Way have 450 houses, 32 out of 69 on phase 1 have been sold, plus Housing Association properties occupied.

Barratt Homes and David Wilson, Castle Reach, Knights Hill, 600 houses, Sales of phase 1 have just started with the first house sold (Castle Rising Parish).

Clayland Homes, (Emerald Homes) Grimston Road, Planning Permission for 56 units, construction has just started.

Medcentres, Edward Benefer Way (next to St James Medical Practice), 77 one and two bed flats for independent living with extra care. Construction started recently.

The new homes will mainly be occupied by people who live locally (not local people). Such as doctors at the Queen Elizabeth Hospital, people who want to upgrade to a more modern house, people from Villages who want to move into Kings Lynn and people who want to move from Kings Lynn to South Wootton (as it is seen as desirable to live here) and people who want to downsize to a more modern house.

Comment was made that properties at the Knight's Hill site will be being built and sold for the next eight years.

Finally, Cllr Coates reported that he is in touch with the Borough Council's Planning Department and the next Knight's Hill Development meeting is scheduled to be held in April.

With no questions, Mr Scales thanked Cllr Coates for his report.

Borough/County Councillor Ring: No Report

## **6. REPORTS FROM THE COMMITTEES:**

### **Assets**

Mr Narborough confirmed that a meeting had been held on 4<sup>th</sup> March 2026, the minutes of which had been circulated to all members.

Allotments - Request for Dogs to be allowed on the Allotments: Mr Narborough stated that an Allotment Tenant had been in touch enquiring whether dogs are allowed on the Allotments.

It was said that Members of the Assets Committee had discussed the matter at length and had felt that issues could be experienced with dog mess being left on Plots and dogs generally being out of control and allowed to roam from Plot to Plot.

**Mr Hofmeister proposed that the Allotment Rules should be kept as they are and that no dogs should be allowed on the Allotments, this was seconded by Mr Narborough with two abstentions, all other members were in favour.**

New Water Tank: Mr Narborough informed members that a replacement Water Tank for siting at Plot 11B has been ordered and delivered and will be installed in the next week or so.

A further Water Tank situated at Plot 28, will be upgraded towards the end of the summer.

All members were happy that this would be done under general maintenance.

Village Hall - Quotes for Heating in the Village Hall Toilets: Mr Narborough referred to the Assets minutes and explained that members had looked at and considered the following three quotes for heating in the Village Hall Toilets:

|                         |                     |
|-------------------------|---------------------|
| C P Cooper              | - £4,124.00 +VAT    |
| Gaswise                 | - £2,810.00 +VAT    |
| Hall Heating & Plumbing | - £2,268.00 Inc VAT |

It was confirmed that all three quotes were for the same specification; low surface temperature radiators.

It was said that Hall Heating & Plumbing was the most competitive price and are local, situated on Hall Lane, **Mrs Gotts proposed that the Parish Council ask Hall Heating & Plumbing to carry out the work to install heating in the Village Hall Toilets, at a cost of £2,268.00 Including VAT, this was seconded by Mr Hofmeister with all members in favour.**

Review of the Village Hall Hire Charges: Mr Narborough stated that members of the Assets Committee had reviewed the Village Hall Charges by looking at a circulated comparison sheet which had been produced by comparing charges of other local venues.

Mr Narborough explained the recommended adjustments and said that most fees had been increased by £1.00 per hour, with a £2.00 per hour increase for the hire of the Parish Office Meeting Room.

It was said that two groups, the Pre-School and the Lavender Hill Mob Charity have a special discounted rate and again, it was felt that a £1.00 increase to these was not unreasonable.

Mr Narborough stated that the fees should be increased from 1<sup>st</sup> April 2026, with the two groups on a special discounted rate being allowed an extension until 1<sup>st</sup> September 2026, allowing them time to budget for the rise in cost.

**Mr Narborough proposed that the Parish Council adopts the recommended adjustments to the Village Hall and Parish Office Meeting Room charges with effect from 1<sup>st</sup> April 2026, this was seconded by Mr Scales with all members in favour.**

**Mr Narborough proposed that the Parish Council accepts that the new special discounted rate (an extra £1.00 per hour) for the Pre-School and the Lavender Hill Mob Charity, should be adopted and take affect from 1<sup>st</sup> September 2026, this was seconded by Mr Goddard with all members in favour.**

The Green and Open Spaces - Pond Dredging Update (CIL Funds): Mr Narborough stated that the work to dredge the Pond has been completed and the contractors had carried out a great job.

The next stage will be to wait for the silt to dry out and then this will be spread out over the surface of the Green and seeded.

A meeting is scheduled to take place with the Contractor on Monday 16<sup>th</sup> March, to discuss the next steps.

It was said that in the future it will be nice to see some additional seating and picnic benches installed, this will be discussed at the next Assets Committee meeting.

All members were happy.

Grass Cutting Contract: Mr Narborough stated that members of the Assets Committee had looked at and discussed three quotes which had been obtained for the three-year Grass Cutting Contract as follows:

|                                                             |                   |
|-------------------------------------------------------------|-------------------|
| Norse                                                       | - £27,348.33 +VAT |
| Glover Group                                                | - £31,260.96 +VAT |
| Nurture (A quote for one year has been received at          | - £14,041.79 +VAT |
| A three-year quote was requested but has not been received) |                   |

It was confirmed that all quotes were for the same specification.

Mrs Cornwell added that following the Assets Committee Meeting, at which the Quote from Glover Group was recommended, she had contacted them to see if they would be willing to offer a discount (as asked by the Assets Committee); they have subsequently agreed to a small discount reducing their quote for the three-year Contract to £30,212.74 +VAT.

After further discussion, **Mrs Banks proposed that the Parish Council accepts the new revised discounted quote from Glover Group and they be asked to carry out the Grass Cutting Contract for the next three years starting on 13<sup>th</sup> April 2026, this was seconded by Mr Goddard with all members in favour.**

After clarification from Amanda Driver, the Borough Council's CIL Officer, Grass Maintenance costs can now be paid for via the Parish Council's CIL Funds, saving the Parish Council a large amount of money.

Common Lane Potholes: Mr Narborough spoke regarding the road across the Green and explained that several potholes have formed, particularly at the sides of the road and on the hump edges.

Mrs Cornwell stated that quotes to repair the road are currently being obtained and members were happy that once these are received, Mr Scales, Mr Bland and Mr Narborough can consider them and select a Contractor to do the work.

Cemetery - Proposal for Pergola in Cemetery: Mr Narborough spoke regarding the proposed Pergola and said that D & E Builders had submitted a quote as per the agreed specification for £49,982.00 +VAT to carry out the work.

It was said that in addition to this there may be a requirement to deal with the surface water discharge by installation of a soakaway or connection to the Parish Office drainage system, which will come at an additional cost.

Mrs Cornwell stated that after contacting the Borough Council's Planning Department, she has been advised that a full application for this would be £298.00.

If the Parish are the applicant and own the land which we do, there will be a 50% discount. A Pre-Application Advice fee would be either 20% or 15% of the fee depending on if we would like consultations +VAT and £60.00 if we require a meeting with the Planning Officer.

With regards to the surface water, Mrs Cornwell stated that an indicative quote for a Soakaway has been provided by D & E Builders at £500.00.

Mrs Cornwell said that as she now has the agreed specification for the Pergola, she would obtain two additional quotes so that the matter can be discussed further.

All Members were happy.

Cemetery Bank Removal, New Fencing and Hedging: Mr Narborough spoke regarding the area of land to be gifted to the Parsh Council as additional Cemetery land from the Persimmon Homes / Lavender Fields estate and explained that once it becomes under formal Parish Council ownership, we will need to discuss how we would like to fence the area, seed it and make it nice.

All members were happy that the matter should be discussed again in the future when further information is available.

New Cemetery Tree Planting: Mr Narborough stated that Tree Planting within the Cemetery was another matter that would be revisited at a future meeting.

CIL - Possible CIL Suggestions: Mr Narborough explained that members of the Assets Committee had discussed an idea raised by Mr Hofmeister, to screen the South side of the new Bin Store with hedging.

Mrs Cornwell stated that she has received from Mr Hofmeister a list of suggested suitable plants. Mr Hofmeister will make further investigations regarding toxicity of the plants and to see if they would be resistant to the Muntjac Deer and then we can purchase some suitable hedging whips

All members were happy with the idea.

Replacement of Lighting Columns – Next Phase Update: Mr Narborough explained that the Replacement of the Lighting Columns within the Parish is ongoing with the next areas to be updated being Meadow Road, Bracken Road, Greenacres Close, St Mary's Close, Hall Lane and The Boltons, with payments to UK Power Networks already paid.

Additional Lighting Columns for Bracken Road and Meadow Road: Mr Narborough stated that following consultation with residents, the idea of additional Lighting Columns in Meadow Road has been abandoned as residents have said they do not want them, however, after a site visit, two additional Lighting Columns have been quoted for at Bracken Road, at a cost of £8,188.00 (UK Power Networks costs) plus £1,623.00 (K & M Lighting Services costs).

After discussion, **Mr Bland proposed that the Parish Council goes ahead with the installation of two additional Lighting Columns at Bracken Road at a cost of £8,188.00 (UK Power Networks costs) plus £1,623.00 (K & M Lighting Services costs), this was seconded by Mr Scales with all members in favour.**

Additional Lighting Columns for Avon Road Cycle path: Mr Narborough stated that following investigations into an additional Lighting Column at the Avon Road Cycle path a quote has now been received in excess of £20,000.00 (UK Power Networks costs) plus £1,000.00 (K & M Lighting Services costs).

Members agreed that this was too costly, and that the idea should be abandoned and no longer pursued.

Additional Lighting Column for the Footpath between Castle Rising Road and Priory Lane: Mr Narborough confirmed that members of the Assets Committee had discussed the possibility of installing an additional Lighting Column at Priory Lane, a quote for the work had been received at £9,233.00 (UK Power Networks costs) plus £811.00 (K & M Lighting Services costs).

He stated that members of the Assets Committee had felt that the whole area would be much brighter if the residents living at Pretoria Grove would cut back the overgrowing foliage from their gardens.

After discussions with the NCC Highways Engineer, he has agreed to send letters to the residents of Pretoria Grove requesting that work to cut back the foliage is carried out. These residents have 14 days to contact the Engineer should they need to with any queries.

Mr Narborough added that K & M Lighting Services had also been asked if there is any way that the existing Lighting could be made brighter in this location.

It was explained that K & M Lighting Services have stated that they could change the old lantern for a higher wattage LED, which would brighten the area, the brighter LED lantern would cost £230.00 excluding VAT).

**Mr Goddard proposed that the Parish Council ask K & M Lighting Services to replace the light with a brighter LED Lantern to see if any improvement is made, this was seconded by Mr Bland with one abstention, all other members were in favour.**

New Proposed Footpath for between Castle Rising Road and Pretoria Grove: Mr Narborough stated that following concerns regarding the poor condition of the Footpath in this location, NCC Highways had indicated that an estimated cost to replace this would be £20,000.00, with a possible refund of any unspent funds.



Mr Narborough informed members that he had visited the location and had taken some photos of the Footpath and had felt that if the area was cleaned back to the Footpath edges, the Footpath would be about 4ft wide.

He added that the cost of the project was too much to consider.

Mrs Cornwell explained that she had contacted NCC Highways about the situation and they have stated that the Footpath could be replaced under the Parish Partnership Scheme on a 50/50 basis, this scheme opens in December 2026.

Members discussed the quote from NCC Highways at length, and after confirmation that NCC Highways would not be willing to clean back the footpath as it does not meet their current intervention levels, **Mr Goddard proposed that the Parish Council should initially clear and clean the Footpath, inspect it and hopefully it will be greatly improved, potentially saving £20,000, this was seconded by Mr Narborough with all members in favour.**

It was agreed that the cost of the cleaning and clearing of the Footpath surface would be at the expense of the Parish Council. The matter could be reinspected and reviewed thereafter.

(Clerk's Note: Mrs Cornwell contacted our local Highways Engineer, and he has agreed to get the path cleaned and cleared. The only caveat is that it could have to wait until the Summer as NCC are in the process of changing their contractors from Norse to Keir).

With no other comments or questions, Mr Scales thanked Mr Narborough for his report.

### **Finance**

Mr Scales confirmed that no meeting had been held, however, stated that the next meeting is scheduled for 8<sup>th</sup> April 2026.

Bank Statements and Bank Reconciliation: Mrs Cornwell reminded members that it is necessary/good practice to have the Bank Statements and Bank Reconciliation checked and initialled at the monthly Parish Council Meetings where all Parish Councillors were present.

Mr Scales and Mr Bland looked at the Bank Statements for February 2026, the Bank Balance, the total of Unpresented Cheques and the Balance of the Current Account and Treasury Deposit Account. These amounts altogether corresponded with amounts in the Cashbook.

Once Mr Scales was happy that everything balanced, he and Mr Bland signed the Bank Statements.

Mr Scales also signed the Accounts sheet for the minutes folder.

All members were happy.

## **Planning**

Planning Reports: Mr Bland explained that all members had been provided with copies of the recent Planning Reports with details of the various Applications and Decisions. It was said that Planning Applications continue to be dealt with by the Planning Committee via Email, unless a full meeting is called to allow members of the Public to attend, or a site visit is required.

Mr Bland stated that he had submitted four complaints to the Borough Council's Planning Enforcement Team regarding the Knights Hill Development and said that the recent use of Ullswater Avenue as an access to the site is a Breach of Condition.

Mrs Banks enquired about the Danger signs at the top of Knights Hill and asked why they were there.

It was suggested that they may have been put in place to warn the Circus organisers that there are high voltage cables in the vicinity.

With no other questions, and all members happy, Mr Scales thanked Mr Bland for his short report.

**Policy** No Report

## **7. REPORTS FROM OTHER COMMITTEES:**

South Wootton Federation: - Mr Scales explained that the schools had celebrated World Book Day, with pupils coming to school dressed as book characters.

He stated that he had judged the costumes and said that an Owl had won the competition, with Eeyore coming in second place.

An Easter bonnet competition will take place in due course.

Mr Porter asked if the schools were up to date with Allergy awareness.

Mr Scales said that they should be, however, he would find out.

(Clerk's Note: Mr Scales has confirmed that the School has an Allergy Policy, which is currently being reviewed/updated by the Curriculum Committee. The review should be completed by April 2026 and will then go to the Full Governing Board in May. A briefing regarding its content will be given at June's Parish Council meeting).

Wootton Park: – Mrs Gotts confirmed that no meeting had been held, however, the next meeting is scheduled for this Thursday, 12<sup>th</sup> March 2026.

Mrs Gotts referred to a letter which had been circulated to all members, received from a North Wootton resident regarding several matters concerning the Football Club.

Mrs Gotts suggested that the letter should be discussed in the first instance by the Wootton Park Association Committee.

Mr Border explained that he attended the Football Club meeting held last evening and the Club had listened to what was being said and has been receptive to the criticism; they have agreed to be proactive and work together to improve things.

Comment was made that much of the complaint was regarding parking issues and rubbish.

Mrs Banks stated that the complainant seemed to want to see much less football being played on Wootton Park and felt that the complaint was not valid, she added that she had been over to Wootton Park to walk her sons' dogs on many occasions and had never found herself overrun with footballers.

Mr Border suggested that the Football Club has had a few new coaches join the Club recently and felt that they need to get up to speed with how things work and to understand the situation.

It was said that the Football Club had appreciated Mr Borders' attendance at their meeting, and he had felt that there was a good rapport with the Club.

After further discussion, members were happy for Mrs Cornwell to inform the complainant that the matter had been forwarded to the Wootton Park Association Committee for further discussion.

Finally, Mrs Gotts spoke regarding the "200 Club" and urged members to join. The cost is £24 per annum paid by Standing Order, more than half of the monies are paid back to Prize Winners, and there are five prizes per month to be won.

South Wootton in Bloom: – Mrs Albinson confirmed that a meeting had been held on 17<sup>th</sup> February 2026, the minutes of which had been circulated to all members.

She explained that following the last meeting she had spoken to Borough/County Councillor Ring, who has kindly agreed to support the planting of the Knights Hill roundabout project from his County Council Community Fund, so hopefully by mid-summer things will go ahead.

Comment was made that over 1,000 Snowdrops have been planted around trees at the South Wootton Strip, the snowdrops had been rescued from the Telecoms Mast site, near to the Pavillion and replanted.

Mr Bland commented that he had recently spoken to the Rotary Club, and they have indicated that they have some spare funding if South Wootton in Bloom would be interested.

Mrs Albinson said that the funds would be very helpful.

After further discussion regarding the planting at the roundabout, Mrs Cornwell kindly offered to contact the local Highways Engineer to see if their permission is required.

With all members happy, Mr Scales thanked Mrs Albinson for her report.

#### **8. CORRESPONDENCE:** –

|            |                                             |    |
|------------|---------------------------------------------|----|
| NCC        | TRO – Hall Lane Road Closure 10-16 Feb 2026 | PC |
| BCKLWN     | Your News – Various                         | “  |
| Medcentres | First Newsletter                            | “  |

Castle Rising Road - 40mph Speed Limit: Mr Narborough enquired whether there was any update regarding the reduction in Speed Limit at Castle Rising Road.

Mr Bland said that he did not have any update, however, would see if he could find out the current situation.

**9. ACCOUNTS:** – Agreed, as per circulated list (As per the Financial Regulations, the Accounts List was checked and signed by Mr Scales).

| Voucher No | Payee   | Chq No       | Reason          | Amount |
|------------|---------|--------------|-----------------|--------|
| 38         | CAN     | 108979       | Membership Fees | 20.00  |
| 38A        | Brights | BACS 23 Feb- | VH Cleaning     | 379.01 |
| 38B        | ESPO    | BACS 23 Feb- | VH Materials    | 14.28  |

|     |                  |                                       |         |
|-----|------------------|---------------------------------------|---------|
| 38C | Peter Bournier   | BACS 23 Feb- Tree Surgery             | 550.00  |
| 38D | RJ McIntyre      | BACS 23 Feb- Various Jobs             | 210.00  |
| 38E | AMR Fire         | BACS 23 Feb- VH Cage Alarm            | 154.62  |
| 38F | Total Energies   | BACS 23 Feb- S/Lighting- Jan          | 1848.04 |
| 38G | Total Energies   | BACS 23 Feb- PO Electric – Jan        | 256.25  |
| 38H | Total Energies   | BACS 23 Feb-VH Electric - Jan         | 214.47  |
| 38I | ESPO             | BACS 23 Feb – VH Gas – Jan            | 112.15  |
| 38J | SLCC             | BACS 23 Feb – MK Membership Fees      | 60.00   |
| 38K | HMRC             | BACS 24 Feb- Cont'b – Feb             | 1353.01 |
| 38L | Norfolk Pen Fund | BACS 24 Feb - Cont'b – Feb            | 1651.43 |
| 38M | Prudential       | BACS 24 Feb – TC AVC – Feb            | 250.00  |
| 38N | Mrs T Cornwell   | BACS 24 Feb – Salary & Exps – Feb)    |         |
| 38O | Mrs M Kirby      | BACS 24 Feb - Salary & Exps – Feb )   | 3160.35 |
| 38P | Mr S Wightman    | BACS 24 Feb - Salary & Exps – Feb )   |         |
| 33Q | Mr P Child       | BACS 24 Feb- Salary & Exps – Feb )    | 1731.13 |
| 38R | Ms A Peart       | BACS 24 Feb – Architectural services  | 150.00  |
| 38S | D & E Builders   | BACS 24 Feb-VH Disabled toilet window | 621.60  |
| 38T | BT               | D/D 16 Feb- VH Wi-Fi                  | 44.68   |
| 38U | BT               | D/D 16 Feb- PO Bundle Chgs            | 64.32   |
| 38V | Barclays         | D/D 4 Feb- A/C charges                | 20.64   |

Plus, Accounts received since circulated list: None

Bank balances as at 27.2.2026.

|                          |             |
|--------------------------|-------------|
| Community Account        | 91,701.07   |
| Business Premium Account | 0.00        |
| Treasury Deposit         | 230,000.00  |
| Total                    | £321,701.07 |

There being no further business, Mr Scales closed the meeting at 8.00pm.

**10. NEXT MEETING:** 7.00pm on **Tuesday, 14th April 2026**, in the Parish Office Meeting Room, Church Lane, South Wootton.

Parish Assembly: 7.00pm on **Friday 17th April 2026**, in the Village Hall, Church Lane, South Wootton.

14<sup>th</sup> April 2026

Chairman