Barford & Wramplingham Parish Council (BWPC)

MINUTES of the Annual Parish Council Meeting

Meeting held on Tuesday 5th May 2026 at 7:30pm at Barford Village Hall

Members: Cllr Keith Waldron (KW) [Chair]
Cllr Sandra Betts (SB)
Cllr David Evans (DE)
Cllr Sara Harrold (SH) *(arrived at 7:38)*
Cllr Ian Irving (II)
Cllr Charlie Harrold (CH)

Present: KW, SB, CH, SH
Jimmy Miller (JM) (Clerk)
4 Members of the public.

In attendance
Richard Elliott (RE), District Councillor, Margaret Dewsbury (ME), County Councillor.

The meeting opened at 7.30pm

1. Election of chairman and vice-chairman
SB nominated KW for the position of chairman; seconded by DE; unanimous decision in favour. KW duly signed his acceptance of office form.

KW nominated JH for the position of vice-chairman; seconded by SB; unanimous decision in favour.

2. Public Forum – maximum of 15 minutes for comments from members of the public
A member of the public asked about the Neighbourhood Plan.

3. Report from County & District Councillor
MD said that, due to boundary changes, she would no longer be representing the Parish should she win the forthcoming election.

KW proposed a vote of thanks to MD for all her work over the years.

4. To receive and approve apologies for absence
Apologies were received from JH.

5. Declarations of interest for items and applications for dispensations
None.

6. To approve minutes of meeting of 7th April 2026
DE proposed that the minutes be approved; seconded by SB; unanimous decision in favour. The minutes were duly initialled and dated by KW.

7. To receive and note the Clerk's report
The Clerk's report had been circulated to councillors a few days previous to the meeting. The Clerk gave a brief outline of what was in the report.

8. Planning

a) Applications received

None

b) Applications received since 29th April 2026

None.

(c) Planning decisions

2025/3110

Former Site Of Glebe Farm The Street Wramplingham Norfolk
Details reserved by condition 2 (materials), 4 (boundary treatment), 6 (drainage) and 7 (levels) of 2025/1868
APPROVED by SNDC (delegated)

2026/0707

Quaker Farm, The Street Wramplingham Norfolk NR18 0RU
Works to trees in Conservation Area
T1 - Ash current height 13m - reduce by 2.5-3m to 10-10.5m, current spread 7.5m reduce by 2.5-3m to 5m. G2 - Leylandii and Lawsons Cypress (4 trees) fell.

Decision by SNDC: No objections (delegated)

(d) Planning Decisions received since 29th April 2026

None.

9. Correspondence – To consider and respond to the following correspondence:

The correspondence list was noted.

KW said that Mickleton Against Inappropriate Development (MAID) had contacted the Clerk asking whether BWPC would sign their petition. KW said that he was uneasy for BWPC to get involved in other Parishes' planning and suggested that councillors, as individuals, might like to sign but he felt that BWPC should not sign as a corporate entity. This was agreed.

(CH left the meeting)

10. Finance

a) To note Bank Reconciliations
b) To note Accounts

KW proposed to approved the bank recs and accounts; seconded by II; unanimous decision in favour. KW duly initialled and dated the bank recs, the accounts, and the bank statements.

KW asked the Clerk to show earmarked reserves be shown on the accounts.

c) To approve items for payment:

Payee	Item	Amount
J. Miller	Salary for May 2026	£419.23
J. Miller	Home office May 2025	£13.00
J. Miller	Mileage (meeting May 2026)	£21.60
J. Miller	Printing	£1.05
J. Miller	Pay-as-you-go SIM card plus £10 top-up	£14.97

d) To approve payment of invoices received since 29th April 2026
The Clerk had also sent out an invoice from the CPRE for £60.

KW proposed approving the listed items plus the CPRE invoice; seconded by SB; unanimous decision in favour.

11. Review and adoption of Standing Orders
KW proposed adopting the recently reviewed Standing Orders; seconded by DE; unanimous decision in favour.

12. Review and adoption of Financial Regulations
KW proposed that BWPC continue to use the current Financial Regulations until the next BWPC meeting where they will be reviewed; seconded by SB; unanimous decision in favour.

13. Review and adoption of Code of Conduct
(CH returned to the meeting)

KW proposed adopting the recently reviewed Code of Conduct; seconded by DE; unanimous decision in favour.

14. Review and adoption of Statement of Internal Controls
KW proposed adopting the recently reviewed Statement of Internal Controls; seconded by SB; unanimous decision in favour.

15 Review and adoption of Council Risk Schedule
KW proposed adopting the recently reviewed Council Risk Schedule provided that insurance was added to the Schedule as a risk mitigation for BWPC's assets; seconded by CH; unanimous decision in favour.

16 Review and adoption of Co-option Procedure
SB proposed adopting the recently reviewed Co-option Procedure; seconded by II; unanimous decision in favour.

17 Review of BWPC asset register
II proposed accepting the recently reviewed asset register; seconded by KW; unanimous decision in favour.

18 To support Mickleton Against Inappropriate Development (MAID)
This was dealt with during agenda item 9.

19 A47 Local Liaison Group update and collaboration with other local parishes

There was no update.

20 VCHAP

SH mentioned SNDC's response to the Inspectors letter and said that she would circulate the response to all councillors.

21 Flooding issues to record

Since the previous BWPC meeting, councillors had seen a letter to AW which DE had drafted. DE proposed that the Clerk send the letter to Anglian Water on behalf of BWPC; seconded by KW; unanimous decision in favour.

22 Village issues to record

DE said that he'd been approached by one of the residents of one of the properties to the west of the Crazy Cow regarding the issue of road safety near the Crazy Cow particularly with regard to walking along the road due to the lack of a footpath. DE said that he'd advised the resident to write to Highways about this but asked if there was anything that BWPC could do. MD said that she thought it would be difficult to construct a footpath there. SB suggested that gateway signs may help. The Clerk said that this could be done with the next Parish Partnership scheme.

23 Neighbourhood Plan update

KW said that JH had held a NP meeting the previous week. JH's update was read out by KW. KW said that JH had put together some text for advertising the next Neighbourhood Plan meeting and the Clerk said that he had put it on the BWPC website earlier in the day.

24 Review of annual work plan

The Clerk said that everything was on schedule.

25 Village hall roof

A member of the village hall committee said that major works are required on the village hall roof which require money which the village hall committee doesn't have. He said that there is a good chance of a substantial grant being obtained from SNDC but that this would not be until later in the year.

RE reiterated the view that there was a very good chance of getting a grant from SNDC later in the year and said it would likely be up to £50,000. However, he said that some work really needs to be done before that and asked BWPC if they could provide some assistance.

KW said that he was very positive towards giving a grant towards the village hall roof repairs but emphasised that BWPC had money tied up in earmarked reserves and would be limited in how much could be given. He suggested that the village hall roof be on the agenda at the next BWPC meeting.

26 Agenda items for meeting in June 2026

Village hall roof

The Chairman closed the meeting at 21.26pm.

Date of next Parish Council meeting: 2nd June 2026