



Holkham Parish Council

Parish Clerk: Keith Leesmith
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2025/12

Minutes of meeting held at Heritage House, Wells Tuesday 11 November 2025 at 1830

Present Laura Bailey, Harvey Gunhouse, Clarey Harvey, Elaine Hendry, & Emma Sargent (Chairman)
Keith Leesmith (Clerk)

1) **Apologies** Michael Dalby (NCC), Peter Fisher (NNDC)

2) **Declarations of Interest** None

3) **Minutes of the Meeting held 9 September 2025** Agreed and signed

4) **Reports**

a) Norfolk County Council

Michael Dalby had sent a report which had been distributed to Councillors. This is appended to these minutes and appears on the website.

b) North Norfolk District Council

Peter Fisher had sent a report which had been distributed to Councillors. This is appended to these minutes and appears on the website.

c) Parish Clerk

KL had written a report which had been circulated to Councillors. This is appended to these minutes and appears on the website. Just before the meeting an email had arrived from NCC offering funds for the building or maintenance of bus shelters. Whilst our shelter was generally in a good state, one of the possibilities offered was the addition of lighting. Councillors thought that it would be a good idea to add lighting to our shelter. KL would make enquiries.

5) **To discuss any Planning Matters to hand**
None

6) **To approve the budget for 2026/2027 and fix the precept.**
KL had prepared a budget for the coming year. Following last year's increase there was no need to adjust the precept again this year. It was therefore agreed that we again precept for £4500.

7) Financial Statement

A bank reconciliation had been passed to Councillors before the meeting.

The following payments had been made since the last meeting:

30/9	Bank Charges – September	6.00
31/10	Bank Charges – October	6.00
10/11	Clerk – 3 rd quarter salary & expenses	642.64
10/11	HMRC – PAYE on above	154.00

8) Minor Matters

Chapel Yard continues to be plagued by Pot Holes – KL would try to get these attended to.

9) To confirm the date of the next meeting

Confirmed as

Tuesday 13 January 2026 at 1830

The meeting closed at 1910