

Ashby St Mary Parish Council (ASMPC)
Minutes of Parish Council Meeting Wednesday 18th February 2026
at 19:30 at Ashby and Thurton Village Hall

In Attendance: J Goldring (JG) Chair, C Powell (CP), A Ayres (AA)
Minutes: Tina Higlett (TH) – Parish Clerk.

1. To consider co-option onto parish council.
Clerk advised the lady who had shown an interest in becoming a councillor had a prior engagement and hoped to attend the next full council meeting.
2. To consider apologies for absence.
None.
3. To receive declarations of Interest for items on the agenda and to consider any requests for dispensations.
None.
4. To approve the minutes of the meeting held on the 14th January 2026.
These were approved.
5. Public Forum
 - I. No Public in attendance.
 - II. No reports from either County or District councillors.
6. Matters arising from the previous minutes.
 - I. Restoration of village sign.
Clerk advised she had submitted a grant request to South Norfolk as suggested by District Cllr Vic Thomson. In the meantime, Cllr I Capps from Thurton Parish Council had advised the clerk that he had spoken with a gentleman who restores village signs as a hobby and his costs are very reasonable. Council proposed if they were unsuccessful in obtaining a grant which would enable them to contract the Village Sign People, the Clerk would make contact with Cllr Capps for further details.
 - II. Replacement of Perspex insert on public rights of way signage.
CP advised that it the Perspex may not be the issue but the map itself. This looks to be faded by the sun and would see if it could be replaced. Clerk advised she would see if Norfolk County Council still held the original.
7. Responding to and working with pother bodies
 - I. Planning
 - a) To consider responding to planning applications
 - i. 2026/0120. Location: Land South East of The Old Rectory, Church Road, Ashby St Mary.
Proposal: Creation of new access and driveway.
Council shared its concerns with highways and in particular the visibility splay of which there were no dimensions. Council considered this to be important when it comes to

highway safety in particular good visibility at the point of access onto the highway. Even when the posted speed limit seems generous, the real risk lies in the narrowness of the road and the possibility of oncoming traffic. Cyclists, and walkers frequently share the narrow road with motor vehicles. Members felt that with no explanation as to why an additional access point is required, they could not support the application.

Vote - Unanimously agreed to not support the application.

- b) Applications commented on between meetings.

None.

- c) To hear a report on plans refused/accepted by South Norfolk Council.

None.

II. Consultations

- a) South Norfolk and Broadland Councils preparation for [Tobacco and Vapes Bill in the UK](#)

Clerk had advised South Norfolk Council that there are no retailers in the village.

III. Correspondence

Greater Norwich Local Plan – Call for Sites opens 9th February 2026 – 23rd March 2026.

Council duly noted.

8. Administrative Issues

I. Assertion 10 Training.

Clerk had attended Digital and data Compliance training in January and forwarded handout to councillors for information. Assertion 10, digital and data compliance is a new mandatory declaration that will form part of the parish councils 2025/26 annual governance and accountability return.

II. Appoint internal auditor 2025/26

Clerk advised last year that L Trueman would not be available to carry out audits due to workload. Clerk has approached R Goreham who has worked for the clerk in the past and has advised he would be able to assist.

9. Finance

- I. Councils account shows a balance of £2,232.56

II. Approve payments.

- a) T Higlett – clerks salary February- £199.24

- b) HMRC – clerks taxation period 11- £47.40.

III. Submission of Community Infrastructure Levy Income and Expenditure for 2025/26

Council In agreement with balance and approved submission.

10. Village Organisations

I. Village hall

Accounts are healthy and bookings are coming in. The ceilidh raised £379.00.

Hire costs may have to increase in 2026. Refurbishment of toilets will be going ahead. CP advised she had been in contact with SN commercial bin collection to see if the hall could have a commercial bin rather than a household size black bin. SN advised it would be cheaper to have refuse sacks which cost £82.30 a year to collect. The nursey would like to increase their garden which would mean they would like to use some of the car park. This is to be discussed further with the village hall committee. Next meeting of the village hall committee is schedule for the 2nd March.

11. Items for next full council meeting agenda.

Council discussed format of the annual parish meeting, which will commence at 19:00 followed by the annual parish council meeting at 19:30

12. Date of next meeting

Council agreed to the 20th May 2026

13. Exclusion of the Public.

It was agreed, under the Public Bodies (Admissions to Meetings) Act 1960, to exclude the public due to the confidential nature of the item to be discussed.

14. Clerks' Hours

It was agreed:

- to pay an additional 1.5 hours per month from 1st April 2026 to cover additional communication requirements.

Meeting closed at 20:50