



Meeting Minutes

Meeting of Mileham Parish Council

Thursday, 13th January 2026, at 6.30 pm, Mileham Village Hall

Parish Councillors present: Cllr Angela Teague, Cllr Nick Clowe and Cllr Clair Haswell.
Also present: The clerk Nea Horsford and ten members of the public.

Cllr Teague opened the meeting at 6.30 pm.

1. To receive apologies for absence.

Apologies received from Mark Kiddle-Morris.

2. To receive declarations of interest in items on the agenda and consider any requests for dispensation.

All councillors declared an interest in Mileham Playing Field Charity, Mileham Free School Charity and the Allotment Surveyors Charity.

3. To approve the minutes of the parish council meeting held on the 4th September 2025.

The minutes of the meeting held on Tuesday, 4th September 2025, having been circulated, were taken as read, **AGREED** and signed by the chair.

4. Planning.

4.1. To receive an update on application decisions taken by Breckland District Council.

PL/2025/TCA Burwood Hall, The Street, Mileham PE32 2RA – dismantle Oak and Scots Pine tree, side prune Holly, side prune and remove all overhang over the village hall of Scots Pine.

4.2. To consider any new planning applications and agree comments.

PL/2025/1908/HOU 46 Litcham Road, Mileham, PE32 2PT – two-storey extension with Juliette balcony to the rear and single extension to the side of the property **AGREED**.

PL/2025/1956/OMIN Land off Litcham Road, Mileham PE32 2PS - outline application with all matters reserved except access for 3 custom build dwellings with associated garages, parking and amenity areas.

The parish council **AGREED** to **OBJECT**. There was no consultation from Highways with the residents or the parish council regarding boundary changes. The planning application remains the same, just a smaller number of houses. This area is prone to flooding and not in line with Mileham Parish Council's Biodiversity Policy.

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Signed

Date

5. Open forum for Public Participation: an opportunity to hear from members of the public.

Planning application PL/2025/1956/OMIN was discussed at length with all residents **OBJECTING** to the application.

The verge on Beeston Road has fallen since a lorry damaged it, and the verge near the village hall needs to be restored since the tree works were completed. It was **AGREED** that the landowner should be contacted and asked to repair the land. **ACTION:** Clerk to write a letter to the landowner.

Residents asked for an update on the Mileham Free School Charity. Cllr Clowe confirmed that the sole Trustees are the parish council, which meets regularly. A full update will be given at the Annual Parish Meeting. Some residents felt there should be greater transparency; however, Cllr Clowe confirmed that charity meetings and decisions do not form part of a parish council meeting. The Old School building and adjacent field has a developer interested, as communicated in the village consultation in December and January.

The parish council confirmed that the purchase of the SAM3 will go ahead, but was waiting for some information from Highways, and the December deadline was missed. The parish council will apply for a grant when it opens again this year.

A parishioner asked why the parish council's Facebook page had closed. Cllr Teague explained she had taken legal advice over a recent incident and confirmed it had been a factor in a councillor's recent resignation.

A resident asked whether it was possible to install speed bumps along Litcham Road.

A parishioner stated that the drains were blocked on Christmas Day, causing them to back up into her home. Anglian Water confirmed that it has been impossible to clear a large ball of wipes.

6. County and District Councillors' report.

6.1. District Councillor's report.

No report received.

6.2. County Councillor's report.

No report received.

7. Finance

7.1. To note the bank reconciliation (seen in advance).

The council **NOTED** and **AGREED** to the bank reconciliation.

7.2. To note the year-to-date v budget (seen in advance).

The council **NOTED** and **AGREED** the year-to-date v budget.

7.3. To agree on the payment list and ratify payments made since the last meeting.

The payments were **NOTED** and **AGREED**.

7.4. Update from Councillors on the bank accounts for the Old School Charity and Mileham Highways Surveyors Charity.

Cllr Clowe confirmed that the new bank accounts are now open and that the clerk will transfer the balances into them.

7.5. To discuss and agree on the budget and precept for 2026/2027.

The precept was **AGREED** at £11,877.61. The budget was **AGREED** for 2026/2027.

8. To discuss the correspondence received from Breckland Council regarding the transfer of any land assets to Mileham Parish Council.

Cllr Clowe explained there were 6/7 stretches of land to be transferred, along with a small plot with existing tenants. The agreement between the tenants and the District Council could be transferred.

9. Policies for approval.

9.1. Grants Policy was **AGREED** with changes

9.2. I.T. Policy was **AGREED**.

9.3. Co-Option Policy was **AGREED**.

10. To consider the quotation from Auditor Di Dann for the audit 2025/2026.

It was **AGREED** to proceed with Di Dann as the Auditor.

11. To discuss the overgrown footpaths in Mileham.

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It was **AGREED** to write to Burwood Hall Farm and Hall Farm and request that the footpaths be kept as clear as possible. **ACTION** clerk to write letters.

12. To receive an update from Cllr Clowe on the Biodiversity Action Plan.

The Biodiversity Action Plan was **AGREED**.

13. To receive a flooding update.

The parish council are due to meet with Alison Coaker regarding the flooding and will update in due course.

14. To consider the quotation from RLS Computing to keep the ownership of the old parish council website.

It was **AGREED** that it would be prudent to transfer the ownership of the old website to RLS Computing and review in October 2028.

15. To consider the grant application from the Mileham Playing Field Charity.

It was **AGREED** that the insurance and play equipment were ongoing expenses that the parish council should pay each year.

16. Discuss the possibility of a Community Speed Team and agree on the purchase of a SAM3.

The SAM3 purchase had been discussed in the public participation section. The Community Speed Team was advertised, but only one person came forward to volunteer; a minimum of 6 volunteers is required. A resident offered to re-advertise it.

17. To discuss the parish council's representation on social media and the website.

The parish council has decided not to have a Facebook page but will post important updates, such as road closures and meeting dates, on the Mileham Facebook page. The new website is now live [at www.milehamparishcouncil.gov.uk](http://www.milehamparishcouncil.gov.uk). It was **AGREED** that the minutes will go on the village notice board.

18. To consider the request to advertise a business on the grass verge near the village hall.

The parish council has received a request to have a framed business advert on the verge. It was decided, following advice from the District Council on this matter, it was **AGREED** that this request should be a no. **ACTION** Clerk to contact the resident and advise.

19. To receive items for the next agenda.

Vacancies for councillors
Social Media Policy
Flooding update.

20. The date of the next meeting is Tuesday, 31st March 2026, at 6.30 pm at the Mileham Village Hall.

Meeting closed at 8.05 pm.