

Tilney St. Lawrence Parish Council

Serving the villages of Tilney St Lawrence, Tilney cum Islington, and Tilney Fen End

Notice is hereby given, and all members of the Council are summoned to attend the Meeting of the Parish Council to be held at 7pm Monday, 05 October 2026 in the Tilney St Lawrence Village Hall.

Information for members of the public & press:

At agenda item 3 for public participation, 15 minutes is set aside when a short statement may be made, or a question asked, individual members of the public may speak for a maximum of 5 minutes. If you wish to speak when invited by the chairman, please raise your hand and wait to be asked. A question shall not require a response, nor start a debate. The chairman may direct a written or oral response to be given. Members of the public should not speak at any other time unless otherwise indicated on the agenda.

Please note that the meeting may be recorded, and attendees' images captured.

Clerk: Jackie Christie

Agenda

To note members' attendance and to receive apologies for absence.

1. To approve the Minutes of the meeting held on Monday, 07 September 2026.

2. **Co-option of Parish Councillor**

To receive and consider the application for co-option to fill the casual vacancy on Tilney St Lawrence Parish Council.

Members are asked to note that any co-opted Councillor must be qualified to serve and must complete the required Declaration of Acceptance of Office before taking up the role.

Recommendation:

That Members consider the applications received and, if appropriate, resolve to co-opt a candidate to serve as a Parish Councillor for Tilney St Lawrence Parish Council.

Proposed.....**Seconded**.....

3. To receive declarations of interests and to consider any written request for dispensation.

4. **Public Participation**

- 1) *To receive representations relating to matters on the agenda.*

- 2) *To receive representations or questions on other matters.*

5. **Clerks Report:**

CCTV Upgrade to the William Day Community Hub has now been completed.

6. **To receive reports:**

- 1) *Chairman*

- 2) *Footway lighting*

- 3) *Footpath and tree*

- 4) *Village hall*

7. **Highways and footways**

8. **To receive and consider Borough and County Council Issues which affect the Parish.**

9. **Financial matters**

- 1) To approve the Bank Reconciliation to 30 September 2026 – (*appendix A*)

Proposed.....**Seconded**.....

- 2) To approve Payments to 06 October 2026, *including any late payments reported by the clerk, and to note contractual payments. (appendix B)*

Proposed.....**Seconded**.....

- 3) To note income – Precept second instalment - £14,791

10. Resignation of our Outside Operative.

To note the resignation of the Council's Outside Operative. Due to personal circumstances, Erica is unable to continue in employment and has requested that her employment cease on Thursday 17 December.

To consider delegating the recruitment of a replacement Outside Operative to the Clerk, with the Staffing Committee responsible for shortlisting, interviewing and recommending the appointment for approval.

To consider and, if appropriate, approve the following employment terms for the new post:

- starting hourly rate of £13.28 (SCP 3)
- three hours per week; and
- a three-month probationary period.

Recommendation:

That Members note the resignation and, if appropriate, resolve to delegate the recruitment process to the Clerk and Staffing Committee, and approve the proposed employment terms.

Proposed.....**Seconded**.....

11. Village Signs & Bus Shelter Cleaning

Having noticed that the village signs and bus shelters are looking a little grubby the Clerk has contacted Brights Cleaning Company for an updated quote. (We used these last time). Quote to follow.

To consider any planning applications.

- 1) *26/01489/F - VARIATION OF CONDITION 2 OF PLANNING PERMISSION 25/01369/F:*
Proposed extension and alterations to offices, workshop and storage at H2O Vend Limited The Depot 195 Magdalen Road.
- 2) *26/01521/F - HOUSEHOLDER:* Installation of timber swan neck gates and post and rail fence to front of property at The Coach & Horses.
- 3) *26/01035/FM - Proposed Residential Development Comprising of 58 100% Affordable Dwellings at KGB Transport 44 St Johns Road – amended details*
- 4) *26/01346/F - Proposed development of five dwellings with two new access junctions at Land At E554614 E313466 School Road (adjacent to the school)*

12. To note Borough Council planning decisions.

None when preparing the agenda.

13. King's Lynn & West Norfolk Local Plan 2026-2044

Although the closing date for the consultation has now closed online, to discuss if members wanted to formulate an email to Cllr Jim Moriarty with members views.

14. Speeding Concerns and Proposal for Speed Indicator Signs (SAMs)

Two quotes have been received from Westcotec. Difference in quotes are that SAM 2 is one colour flash and SAM 3 flashes two colours, red for speeding and green for within speed limit.

Quotation also received from Messagemaker for SID sign.

(Copies of quotes emailed with agenda).

15. To consider items for the next agenda.

Appendix A
Bank Reconciliation to 30 September 2026

	Bank Reconciliation at 30/09/2026		
	Cash in Hand 01/04/2026		49,312.50
	ADD Receipts 01/04/2026 - 30/09/2026		32,195.49
			81,507.99
	SUBTRACT Payments 01/04/2026 - 30/09/2026		22,214.53
A	Cash in Hand 30/09/2026 (per Cash Book)		59,293.46
	Cash in hand per Bank Statements		
	Petty Cash 30/09/2026	10.00	
	Unity current Account 30/09/2026	3,568.04	
	Unity Savings Account 30/09/2026	55,722.42	
			59,300.46
	Less unrepresented payments		7.00
			59,293.46
	Plus unrepresented receipts		
B	Adjusted Bank Balance		59,293.46
	A = B Checks out OK		

Appendix B
Payments to 06 October 2026

30 September 2026 (2026-2027)

Tilney St Lawrence Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
58	Street Light Electricity	09/09/2026		Unity current Account	DD	Electricity Charge	YU Energy	L	122.00	6.10	128.10
59	Grass Cutting	07/09/2026		Unity current Account	BACS	Grasscutting	J.A.H. Garden and Grounds	X	774.87		774.87
60	Clerk Salary	06/10/2026		Unity current Account	BACS	Clerk Salary	Clerk	X	784.18		784.18
61	Outside Operative Wages	06/10/2026		Unity current Account	BACS	Outside operatives wages	Outside Operative	X	214.12		214.12
62	Bank Charges	30/09/2026		Unity current Account	CHRG	Bank charges	Unity Bank	E	7.00		7.00
63	CCTV	15/09/2026		Unity current Account	BACS	CCTV upgrade to Community F	Core Technology Projects	L S	656.82	131.37	788.19
64	CCTV	29/09/2026		Unity current Account	BACS	CCTV upgrade to Community F	Core Technology Projects	L S	656.81	131.36	788.17
Total									3,215.80	268.83	3,484.63