

Warham Parish Council



Parish Clerk: Peter Dagg

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Minutes of Annual Parish Meeting held in the Reading Room on Thursday 21 May 2026 at 19:15

Those Present: Karl Jagger, Jonathan Smith (Chairman), Kirsty Vaughan-Jones, Steve Vickers, Keith Leesmith (Outgoing Clerk), Peter Dagg (New Clerk)

Apologies: David Reason

- 1) Minutes of annual meeting held 01/05/2025 agreed.
- 2) Matters Arising: None
- 3) Village Organisations Reports: None
- 4) Open Forum: Nothing raised.

Meeting closed 19:30

Minutes of Annual Parish Council Meeting -immediately after the above

1. Election of Chairman including signing of declaration of acceptance of office
Jon Smith Elected. Declaration of office of acceptance to be signed at next meeting
2. Apologies for absence:
David Reason
3. Dates of Meetings for the coming year
Proposed: 16.07.26 / 17.09.26 / 19.11.26 / 21.01.27 / 18.03.27 / 20.05.27
Agreed
4. Declarations of interest:
None
5. Approval of Minutes of Meeting held 19 March 2026
Approved and signed at meeting

6. Reports Received
Norfolk County Councillor Victoria Halliday
Parish Clerk
Both attached to these minutes.

7. Planning – Any planning matters to hand
None

8. Accounts for 2025/2026, Audit and Governance Statement return
- 8.1 Certificate of Exemption unanimously agreed and signed by Chair and RFO
 - 8.2 Governance Statement unanimously agreed and signed by Chair and clerk
 - 8.3 Audited Accounts for 2026/2026 Signed by Chair and outgoing Clerk, Keith Leesmith
 - 8.4 Note of Public Rights from Wednesday 03/06/2026-14/07/2026

9. Current position regarding new children's playground
Prior to meeting, Sarah Butikofer attended and mentioned an update to the proposed plans for the children's play area on the new homes plot. Kai Gibbon at Flagship Housing had emailed with a proposal to build and install play equipment in the new play area if the Council were able to contribute to the cost. The email was shown and forwarded to the members and the plans were well received. The cost remains around the £20,000 mark but Flagship were willing to meet the remaining costs after the council added their contribution. This was accepted and Peter Dagg agreed to contact Flagship to discuss further. It was also mentioned that as well as a grant from the Holkham Estate, there had also been a pledge from the Wells Carnival Committee to contribute towards the playground. Peter Dagg agreed to follow up with this as well. Keith also reminded the meeting that an application for a grant from the Geoffrey Watkins Trust was still pending.

10. Financial report and Accounts paid
Accounts paid are:
Ground Maintenance
Audit of accounts fee.

11. Minor Matters

11.1 Dustbin damaged by a falling tree needs to be removed.

11.2 A number of contacts have been made in respect of the council's energy contract which renews in September. Peter Dagg to follow up and see what proposals have been received and can be discussed by next meeting.

11.3 Email received from the Reading Room, given their rising costs and projected energy price increases, the Reading Room need to raise funds. It has been proposed, therefore that room hire costs be increased by £2 per hour.

12. To confirm date of Next Meeting – Thursday 16 July 2026