

HOCKWOLD-CUM-WILTON PARISH COUNCIL

Minutes of the Parish Council meeting held in the Village Hall, Main Street, Hockwold
on Tuesday 9th June 2026 at 7.30pm

Councillors of Hockwold cum Wilton Parish Council

Present: Cllr Royal, Cllr Newman, Cllr Sismey, Cllr Baker, Cllr T. Gossage

Hilary R Cox, Clerk

County Councillor Sue Prigg

Three members of the public

Open Forum

Members of Press and Public are invited at this time to voice their comments and concerns to the Parish Council.

32. To receive and approve apologies for absence. Apologies were received from Cllr A. Gossage.

33. To receive any declarations of interest from Members & consider requests for dispensation NONE

Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Hockwold cum Wilton Parish Council Code of Conduct for Members and by the Localism Act 2011.

34. Reports

a. RAF Lakenheath

- The 48th and 501st Contracting Squadrons engaged with business leaders from local councils on 6 May for an Industry Day. This initiative enhances procurement agility, drives competition, and bolsters mission support from the UK industrial base.
- On 13 May the 48 FW welcomed old and new Honorary Commanders to the annual ceremony with senior leadership. The 48 FW currently holds 22 Honorary Commanders paired with Squadron, Group and Wing leadership.
- On 14 May, representation from 48 Munitions Squadron attended the Kings Lynn Civic Service.
- Congratulations to the USAF on winning the fourth annual flag football tournament at RAF Lakenheath on 15 May. Military personnel from the U.S., UK, France, and Germany competed in the friendly competition whereby members of the local community were also invited. These engagements foster camaraderie and cross-cultural understanding among our NATO allies.
- On 24 May, volunteer airmen attended the 487th Bomb Group Memorial and Commemoration Service at Lavenham Airfield.
- US Memorial Day on 25 May saw the Deputy 48 FW Commander Col Jurewicz attend the annual memorial at the American Cemetery in Cambridge, alongside hundreds of wreath layers from the tri-wings (48 Fighter Wing, 100 Air Refuelling Wing and 352d Special Operations Wing (RAF Mildenhall)).
- On 27 and 28 May, the tri-wings attended and represented with over 200 airmen at the Suffolk Show. Displays were included from the Fire Departments, Security Forces Squadron including the military working dogs, Explosive Ordnance Disposal teams and the 48th Medical Group. The President's Drinks Reception was attended by the 48th Mission Support Group Commander who joined other key contributors from the show.

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In observance of the 4th of July, the 48th Force Support Squadron will be hosting the annual Liberty Fest celebration on Saturday, 27 June. This is open to all base pass holders to enjoy. Please be advised that fireworks will take place at 10pm.

b. Norfolk County Council, Cllr Sue Prigg

County Councillor Sue Prigg attended her first meeting since being elected and was welcomed by Chairman Paul Royal. Cllr Prigg introduced herself to members and advised that she is currently focusing on becoming established in her new role and making contact with local councils across her division. She explained that, once settled, she intends to provide updates to parish councils regarding the ongoing local government reorganisation proposals affecting Norfolk. Cllr Prigg advised that she had been contacted by residents regarding concerns about vehicle speeds on Station Road, Hockwold cum Wilton, and reports of underage motorcyclists using Mill Lane. She indicated that she would be making enquiries into these matters.

- c. **Borough WNKL Council, Cllr Martin Storey** Cllr Storey gave his apologies as he was in attendance at another Parish Meeting.
- d. **Chairman** Cllr Royal thanked everyone involved in the Annual Parish Meeting. He reported positive feedback from attendees. He updated the council on the outstanding results from the MO.
- e. **Clerk** The Clerk reported that Norfolk County Highways had been contacted regarding two outstanding highways matters. The first concerned a request for an update on the proposed speed reduction measures for Station Road. The second related to longstanding overgrown vegetation along Church Lane, which is causing vehicles to leave the paved surface to pass the overgrown vegetation. The Clerk noted concerns that continued overrun of the soft verge could result in deterioration and erosion of the lane edge over time. No response had been received from Norfolk County Highways at the time of the meeting. The Clerk also reminded councillors of the importance of regularly monitoring and responding to correspondence received through their council email accounts. Questions from members were answered.

35. To approve minutes of the Council meeting held 12th May 2026 It was resolved to approve the minutes as a true and accurate record.

36. Matters arising (for information only)

Cllr Newman wished to record her sincere thanks to the volunteers who assisted with the delivery of the most recent Parish Newsletter. She noted that the distribution of the newsletter would not have been possible without the willingness of residents to give their time in support of the parish. Special thanks were extended to Vinnie Baker, Tracey and David Sismey, Paul Royal, Hilary Cox, Hawke Edwards, Mahdi, Chrissy, Peter and Sue, Wendy, Lynne and Carolina for their help in ensuring the newsletter was delivered throughout the village.

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Cllr Royal reported that Richard Lee of Hockwold Hall had successfully launched the Village Calendar and that it was now live and available for public use. Residents, groups and organisations interested in viewing or promoting local events were encouraged to access the calendar through the Hockwold.app . Members welcomed the update and expressed their appreciation to Richard Lee for his work in developing this valuable community resource. Members joined Cllr Newman in expressing their appreciation for the continued support shown by volunteers, whose efforts make a valuable contribution to the parish and its community.

Bridleway news for the bridleway on Church Lane. There was a community meeting on the proposed changes. Approximately 100 people attended.

To report progress on matters arising from previous minutes (not elsewhere on agenda)

37. **To confirm receipt of NALC, CAN and other correspondence** All Councillors present received their updates and correspondence. Cllr Sismey noted the marked drop in Nalc correspondence.
38. **To discuss allotments, including the contracts, issues on allotments and the possibility of an Allotment Advisory Committee and associated documents considerations.** Members considered the draft allotment tenancy agreement and discussed a number of allotment-related matters. It was agreed that further time was required to review the proposed agreement and associated issues before a decision could be made. It was resolved to defer consideration of the draft allotment tenancy agreement and allotment matters until the July meeting to allow members additional time for review. Cllr Baker volunteered to act as the Council's lead member for allotment matters. Clerk tasked to place the draft allotment tenancy agreement and allotment matters on the agenda for the July meeting.
39. **To review Financial Regulations** Members reviewed the Council's Financial Regulations and resolved that the Financial Regulations be approved without amendment.
40. **To review IT Policy** Members reviewed the Council's IT Policy and resolved that the IT Policy be approved without amendment.
41. **To approve Village Hall constitution amendments** Members considered amendments proposed by the Village Hall Committee to the Village Hall Constitution. The proposed amendments included the addition of a signature provision for the Parish Council representative and a revision to the voting arrangements, extending voting rights from Village Hall officers only to all committee members. The Council noted that the amendments had been proposed by the Village Hall Committee to support the effective operation and governance of the Village Hall. It was resolved to approve the amendments to the Village Hall Constitution as presented. The constitution is now complete and the Village Hall will submit to the Charity Commission.
42. **To consider Grant applications for 2026-2027**
Members received and considered the 2026 Grant Assessment Report and Funding Proposal. The Council noted that all applications had been assessed in accordance with the Parish Council Grant Awarding Policy and Grant Assessment Matrix, with an initial assessment undertaken by the Clerk and a subsequent consideration

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completed by councillors using the approved assessment framework. Members noted that all applications were eligible for consideration and demonstrated benefit to the parish. As the total value of requests exceeded the available grant budget, proposed awards had been recommended following the assessment process. Questions were raised regarding one application and members discussed the matter in detail before concluding their consideration of the recommendations.

Resolved to approve the proposed grant awards as follows:

Hockwold Village Hall: £1,500

St James Church PCC: £1,000

Friends of the Lode: £600

Friends of Hockwold Site Association: £300

Hockwold Village Bowls Club: £500

Hockwold Friendship Club: £100

Total grants awarded: £4,000.

- 43. To discuss vandalism of the village gateways and possible resolutions** Members discussed the vandalism of the village gateway signs and noted an offer from Richard Lee of Hockwold Hall to investigate the production of vinyl covers as a potential means of concealing the damage. It was noted that a proposal may be brought forward for Council consideration at a future meeting.

44. Planning Matters

a. To receive results & updates of outstanding applications

- i. 26/00584/PAGPD|Single storey rear extension which extends beyond the rear wall by 5.5 metres with a maximum height of 2.77 metres and a height of 2.57 metres to the eaves|Newhaven 11 Nursery Lane Hockwold cum Wilton Thetford Norfolk IP26 4ND-Application Withdrawn**

b. To receive new planning applications relevant to the village and make comment

- i. NONE**

45. Finance

- a. To agree payment of May's invoices** Accounts agree and approved.

Hockwold cum Wilton Parish Council PAYMENTS LIST

12 May 2026 (2026-2027)

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
8	Staff Costs	12/05/2026		Current Account		Wages	Hilary Cox	Z	1,295.48		1,295.48
9	Staff Costs	12/05/2026		Current Account		Employee Pension Contribution	NEST	Z	64.61		64.61
10	Staff Costs	12/05/2026		Current Account		Employer National Insurance C	HMRC	Z	264.50		264.50
11	Lighting Maintenance	12/05/2026		Current Account		Street Lighting Maintenance	K & M Lighting Services	S	89.31	17.86	107.17
12	Hall Hire	12/05/2026		Current Account		Meeting Costs	Hockwold Village Hall	Z	400.00		400.00
13	Audit Costs	12/05/2026		Current Account		Internal Audit	Robin Goreham	Z	75.00		75.00
14	SAM2SIGNAGE	12/05/2026		Current Account		SAM2 SIGN	LF Services	Z	330.00		330.00
15	publication	12/05/2026		Current Account		Reimbursement for Payment m	Paul Royal	Z	190.49		190.49
16	Broadband & Phone	12/05/2026		Current Account		Office phone and internet	Hilary Cox	Z	52.00		52.00
17	Fees & Subscriptions	12/05/2026		Current Account		Reimbursement for Microsoft S	Microsoft	Z	84.99		84.99
Total									2,846.38	17.86	2,864.24

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Hockwold cum Wilton Parish Council RECEIPTS LIST

12 May 2026 (2026-2027)

Vouche	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
1	Precept	09/04/2026		Current Account		Precept Payment	Borough Council of Kings L	Z	23,976.00		23,976.00
Total									23,976.00		23,976.00

b. To agree payment of June's invoices Accounts agree and approved.

Hockwold cum Wilton Parish Council PAYMENTS LIST

08 June 2026 (2026-2027)

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
18	Staff Costs	09/06/2026		Current Account		Wages	Hilary Cox	Z	1,295.48		1,295.48
19	Staff Costs	09/06/2026		Current Account		Employee Pension Contribution	NEST	Z	64.61		64.61
20	Staff Costs	09/06/2026		Current Account		Employer National Insurance C	HMRC	Z	264.50		264.50
21	Lighting Maintenance	09/06/2026		Current Account		Street Lighting Maintenance	K & M Lighting Services	S	89.31	17.86	107.17
22	Broadband & Phone	09/06/2026		Current Account		Office phone and internet	Hilary Cox	Z	26.00		26.00
Total									1,739.90	17.86	1,757.76

Hockwold cum Wilton Parish Council RECEIPTS LIST

08 June 2026 (2026-2027)

Vouche	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
2	Other Income	09/06/2026		Current Account	chq 326110	Wayleave	UK POWER NETWORKS	X	48.83		48.83
Total									48.83		48.83

46. Items for the next agenda

- Allotment Contracts and discussions
- Village Fete
- Byway Update

47. To confirm date and times of the next Annual Parish Council Meeting on 21st July 2026 starting at 7.30 pm. Meetings take place in Hockwold Village Hall, Main Street IP264LW

Distribution:

One copy to each Councillor. Copies to Sue Prigg Norfolk County Councillor, Martin Storey Borough of West Norfolk, Squadron Leader Eaton RAF Lakenheath and one copy for the website.