



**Minutes of the Southery Parish Council meeting held on
Tuesday 7th April 2026 at 7.00 pm
in Southery Village Hall, Recreation Drive, PE38 0NB.**

Email: clerk@southeryparishcouncil.gov.uk
Phone: 07522 137101

In attendance: Cllrs Chris Edwards, Diane Edwards, Christine Feltwell, Ian Goodwin, Annette Osler, Javey Osler, Darren Smith, Chris Stabile-Barnett (Chair), Sue Welch (Vice Chair), Roger Whitehead.

Also present: Cllr Martin Storey, NCC & BCKLWN

Members of the public: 1

Clerk: Neil Watson

1. Apologies for absence
All Councillors were present; the meeting was quorate.
2. Applications for the co-option of a Councillor for the 1 vacancy.
None received.
3. Declarations of Interest and Dispensation Requests
None.
4. Public Speaking
 - a. Members of the Public
 - b. District & County Councillor Martin Storey.

These items were covered at the preceding Parish Assembly

5. Minutes
The minutes of the Parish Council meeting held on 11th March 2026 were APPROVED as a true and correct record of the meeting and signed by the Chair. Proposed Cllr Di Edwards, seconded Cllr Welch, all in favour (minute reference 26/010)
6. Updates from previous minutes and consider any further actions
None

Chairman..... Date.....

7. Finances

- a. To receive an account update.
An account summary up to the year-end of 31st March 2026 was presented to the meeting. (Attached)
- b. To receive up-to-date bank reconciliations.
The bank reconciliation to 31st March 2026 was presented; and signed by the Chairman as a true record. (Attached)
- c. To approve payments and receipts, as presented and any additional payments received before the meeting.
The payments list totalling £1941.08 was presented; and signed by the Chairman as a true record. (Attached)
- d. To agree the transfer of Parish Council banking to Unity Trust Bank.
Proposed Cllr Welch, seconded Cllr Goodwin, all in favour (minute reference 26/011)

8. Planning

- a. Planning applications received from Kings Lynn and West Norfolk Borough Council prior to the meeting:
[None]
- b. Planning decisions made by Kings Lynn and West Norfolk Borough Council:
[None]

9. Highways

- a. Update on highways reports was received from Cllr I Goodwin
20mph speed limit sign has been erected at Mill Lane/Churchgate Street junction.
- b. SAM2 results and update
The SAM units have been repaired, and are currently awaiting a data download. The new SAM that has been 50% foudered by Parish Partnership monies has been ordered (prior to the 1st April price increase.
- c. A10 Southery junctions
This is an ongoing matter, Cllr Storey noted at the Parish Assembly that a new white-lining contract is now in place.

10. Playing Field

- a. Update on the Sports England funding application, received from Cllr C Stabile-Barnett.
The Crowdfunding platform is now open, with a pledge of £5255 made by funders subject to the match-funding being raised by the community.
- b. Update on the Family Hub funding.
£10,000 funding has been approved, a pro-forma invoice for initial materials to start work on the refurbishment will be presented shortly.
- c. Bookings
The school has been in contact with Cllr Di Edwards, further details to follow. Risk Assessments and insurance documents will need to be produced by any users.

- d. Consider a request to site a storage container adjacent to the pavilion

It was agreed to permit the erection of a storage container adjacent to the pavilion, subject to meeting all planning and insurance requirements. Proposed Cllr Di Edwards, seconded Cllr Smith, all in favour (minute reference 26/012)

It was further agreed that the Parish Council would make any planning application needed, seeking a contribution to costs from the user. Proposed Cllr Feltwell, seconded Cllr Welch, all in favour (minute reference 26/013)

- e. Garage roof – wind damage and repairs

Two quotations have been received for the works, one for complete replacement of the roof and one for repair and refixing.

As time is of the essence, it was resolved to accept the quotation for replacement up to a maximum of £2400 subject to confirmation of the exact details of the quotation and process. Proposed Cllr Di Edwards, seconded Cllr Feltwell, all in favour (minute reference 26/014)

11. Open Spaces

Reinstatement of boundary fence

A recorded delivery letter has been sent to Mr Burton advising that work will start as soon as the unpaid work team is available.

Moles on Parish land

It was agreed that in future a contractor may be engaged immediately any mole activity is noted, to avoid delay while the decision is made at the next available meeting. Cllr Whitehead will act when necessary and advise the Clerk accordingly.

Unregistered land next to village hall

It was agreed that the land should be registered by the Parish Council to form one contiguous parcel of land. Clerk to action. Proposed Cllr Whitehead, seconded Cllr Javey Osler, all in favour (minute reference 26/015)

12. Correspondence

The Clerk has received two emails asking why the precept had increased substantially. The writers were advised of the reasons as given in previous Parish Council minutes and were both content.

13. Future meeting dates – to discuss the meeting cycle and Hall availability

It was agreed that the May meeting would remain on Wednesday 13th May, then meetings would move to the second Tuesday in the month from 9th June 2026. Proposed Cllr Javey Osler, seconded Cllr Smith, all in favour (minute reference 26/016)

14. Items for the next agenda

None

Under Section 1 of the Public Bodies (Admission to Meetings) Act 1960, it was RESOLVED to exclude the press and public for the remaining items of the agenda, by reason of the confidential nature of the business.

- 15. Clerk Vacancy – a recruitment update and decision on further actions
The Locum Clerk left the meeting while the Chair updated Councillors on the process so far.

Date of next meeting: Wednesday 13th May 2026 at 7pm, Southery Village Hall.

Meeting Closed: 9.35pm

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03 April 2026 (2025-2026)

**Southery Parish Council
STATEMENT OF ACCOUNTS**

	RECEIPTS	PAYMENTS
Opening Balance		
Balance at Bank	41,680.29	
Cash in Hand		
Clerk Salary		9,907.73
Handyman Costs		
Clerk Expenses and Allowance		214.20
Handyman Expenses		
Admin expenses	180.99	1,317.45
Cemetery Maintenance		130.79
Training Clerk and Cllrs		52.00
Church Clock Service		
Remembrance Wreath		40.00
Christmas Event		
General Village Maintenance		1,241.84
Streetlight Electric		3,920.23
Streetlight Maintenance		698.40
Village Grass-Cutting		998.80
Meeting Room Hire		87.00
Grant Funding	250.00	3,108.29
Playing Field Electric	150.00	290.84
Tree Survey		320.00
Playground Maintenance		1,682.99
Tree Work	98.00	797.47
Election Fee		
Contingency		
Legal Fees		
Community Project Fund/PPF		
Bank Charges		51.00
Burial Fees	265.00	
Receipts: Garage		
Council Tax Grant/Grants		
Other Receipts		
CIL Funding		754.65
Bank interest	199.51	
Precept	31,205.87	
Grant		
Community Project		49.16
Repairs and Renewals		236.67
Cemetery water		
Insurance		2,171.38
Bin collection		2,510.10
GKA Elec		

Chairman..... Date.....

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03 April 2026 (2025-2026)

**Southery Parish Council
STATEMENT OF ACCOUNTS**

	RECEIPTS	PAYMENTS
Coronation event		
CIL		
Rent	160.00	
Noticeboard		
HMRC		1,013.88
Audits		330.00
Memberships & Subscriptions		1,600.65
IT/Website/Microsoft		307.20
Pension		2,785.88
Other Cemetery fees		
Cemetery Water		43.42
Playing Field Water		213.27
Playground Equipment	7,200.00	7,498.46
SAM2 expenses		714.50
Cemetery Trees		100.00
Christmas Event		35.00
Other Events		226.64
Bus Shelter	5,952.40	6,155.35
Cemetery Grass-Cutting		3,880.58
Playing Field Grass-Cutting		1,914.99
VAT126 Refund		
VAT	6,995.66	6,493.68
	52,657.43	63,894.49
Closing Balances:		
Balances in Bank Account		30,443.23
Cash in Hand		
TOTAL	94,337.72	94,337.72

The above statement represents fairly the financial position of the council as at 31 Mar 2026

Signed _____
Responsible Financial Officer

Date _____

Chairman..... Date.....

3 April 2026 (2025-2026)

Southery Parish Council

Prepared by: NAL WATSON Clerk
Name and Role (Clerk/RFO etc)Date: 31-3-26Approved by: [Signature]
Name and Role (RFO/Chair or Finance etc)

Date: _____

Bank Reconciliation at 31/03/2026			
	Cash in Hand 01/04/2025		41,680.29
	ADD		
	Receipts 01/04/2025 - 31/03/2026		52,657.43
			94,337.72
	SUBTRACT		
	Payments 01/04/2025 - 31/03/2026		63,894.49
A	Cash in Hand 31/03/2026 (per Cash Book)		30,443.23
	Cash in hand per Bank Statements		
	Petty Cash 31/03/2026	0.00	
	Lloyds Credit Card 31/03/2026	0.00	
	07268584 Lloyds Instant Access A 31/03/2026	29,429.44	
	00640992 Lloyds Community Acco 31/03/2026	1,013.79	
			30,443.23
	Less unrepresented payments		
			30,443.23
	Plus unrepresented receipts		
B	Adjusted Bank Balance		30,443.23
	A = B Checks out OK		

Created by  Scribe

Chairman..... Date.....

Southery Parish Council
PAYMENTS LIST

07 April 2026 (2026-2027)

Voucher Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
1 Clerk Expenses and Allowance	07/04/2026		00640992 Lloyds Coi		Clerk Expense	N L Watson	X	13.60		13.60
2 Streetlight Maintenance	07/04/2026		00640992 Lloyds Coi		Streetlight Maintenance	K&M Lighting Services	S	58.20	11.54	69.74
4 Bin collection	07/04/2026		00640992 Lloyds Coi		Litter Bin Emptying	BCKLWN	X	667.80		667.80
5 Repairs and Renewals	07/04/2026		00640992 Lloyds Coi		Repairs	Satchwell Builders Ltd	S	150.00	30.00	180.00
6 Clerk Salary	07/04/2026		00640992 Lloyds Coi		Clerk Pay	N L Watson	X	983.84		983.84
6 Clerk Expenses and Allowance	07/04/2026		00640992 Lloyds Coi		Clerk Pay	N L Watson	X	26.00		26.00
Total								1,899.44	41.54	1,941.08

