

STOKE FERRY PARISH COUNCIL

Minutes of Ordinary Meeting of Stoke Ferry Parish Council
held on Wednesday 7th January 2026 at 7.00 pm
at Stoke Ferry Village Hall

Present:

Parish Councillors: Cllr S Collins, Cllr K Curtis, Cllr A Hayward, Cllr L Jarred, Cllr S Lintern (Chair), Cllr T Mann (Vice-Chair), Cllr G Reeve

Apologies – Cllr D Stocking

Parish Clerk & RFO – Kath Perry

Borough Councillor – Cllr Sue Lintern

County Councillor – Cllr Martin Storey, unable to attend

Absences – 0

Public – 1

1/26 **Apologies for Absence**

Apologies were received from Cllr D Stocking as she is away from area

Apologies received from Cllr Martin Storey as he was unwell

2/26 **Declarations of Interest**

Declarations of interest received from Cllr G Reeve in Payments, and both Cllr S Lintern and Cllr G Reeve in Village Hall Planning Application

3/26 **Co-Option of Councillor Vacancy**

To receive and consider the new councillor from the application received, and action as necessary.

The only application for the Councillor Vacancy was received from Mr Stuart Pembury.

Resolved - Following a verbal presentation by Mr Stuart Pembury it was proposed by Cllr S. Lintern, seconded by Cllr G Reeve to co-opt Mr Stuart Pembury as a Stoke Ferry Parish Councillor.

All agreed by a show of hands.

Mr Stuart Pembury signed the declaration of acceptance of office, this was also signed by the Chair, Cllr S Lintern

4/26 **Minutes of the Previous Meeting**

To confirm as a correct record the minutes of the Ordinary Meeting on Wednesday 3rd December 2025 and note and approve any actions to be taken on the Clerks Matters Arising Report.

Resolved - Cllr A Hayward proposed that the minutes as a true and accurate record of the Parish Council Meeting held on 3rd December 2025 and should be signed by the Chair, this was seconded by Cllr S Collins, and agreed by 6 councillors, 2 abstained

Matters Arising Report

○ **Footpath/Hedges/Highway Issues**

Emails reporting various problems with footpaths have been reported and are being dealt with.

○ **Footpath Report by Tony Hunt – Footpath Warden**

Email received from NCC updating on the issues Tony had raised, with the replacement of broken sign and clearing of undergrowth.

A couple of right of way issues were raised by NCC with the signage on Furlong Drove. and appropriate replacement signage being added, being public byway and not public footpath. Tony will check changes.

- **Leaflet Drop to Collect Data for Freebridge Housing needs Assessment**
Prices for delivering questionnaire leaflets by Royal Mail to every house in Stoke Ferry would be around £200. However, a better option was suggested to approach a local resident who has been used before. Cost expected to be £50-100.
Social media would also be used to let residents aware.
 - **AGAR Audit of Councillors Email Accounts**
All Councillors will have the access to their email accounts audited prior to 31st March 2026.
 - **2Ag Factory**
No update had been received from 2Ag regarding the smells,
Resolved - Cllrs Collins and Cllr Lintern will attend a meeting later in month and resolve outstanding queries.
- 5/26** Resolution to suspend the meeting to invite members of the public to speak (in accordance with standing order 3(j) and 3 (k) item shall not exceed 15 minutes).
There were no members of the public present at meeting
- 6/26** **Cllr Sue Lintern (BCKLWN)**
Cllr Sue Lintern gave a brief verbal report which included the following –
- The Local Government Reform consultation period closes on Sunday 11th January
 - The Dept. of Culture, Media & Sport has published its National Youth Strategy 10 year Plan. Cllr Lintern suggested Councils or groups reference it in any grant applications etc as it could enhance applications.
 - The Customs house Planning application has been approved. This will make the Custom House wheelchair accessible. This is part of the Kings Lynn Town Deal regeneration project and historic riverfront update.
 - Correspondence will be sent to councils regarding the 'Your News' weekly bulletin and that it will ask for contact details for Councils and community groups (with their permission) so that they could be subscribed to both news and events updates
 - 'Lily', the online directory, lists organisations, services and activities that can help people live healthy, active, and independent lives. It will also promotes people for volunteer work
- Cllr Martin Storey, (NCC)**
No report as Cllr Martin Storey was not present
- 7/26** **Stoke Ferry Common Working Party**
Cllr L Jarred said he had no updates. Cllr Lintern has chased an update for the planning application.
- 8/26** **Freebridge Development**
Pilings
Cllr Lintern reported that the pilings work prior to Christmas had not gone to plan and it was needed to switch to a steel piling system. This should be completed by middle of January.
All the piling work will be done at once.
The Soakaway and electric substation issues now have a proposed solution.
The air monitoring machine is still in place and is being checked regularly.
- 9/26** **Parish Council Rented Land**
The clerk provided an updated advertisement schedule for discussion.
Councillors discussed the wording amendments, and all agreed that they wished to find the best use for this land, and not necessarily the best rental value.
It was agreed the rate should be considered for the land.
The monitoring Officer will be consulted prior to the advertisement being displayed.
Resolved – Cllr S Lintern proposed to update the advertisement, as discussed, and to hold an Open Public Meeting for residents to attend prior to the next Parish Council meeting on Wednesday 4th February 2026 between 6.15pm and 7pm.
The Open Public Meeting will be to discuss future options for the land usage, to answer any questions, and assist residents with information as necessary.
This was seconded by Cllr T Mann; All councillors were in favour.

10/26 Planning Consultations

- a) To consult and comment on planning applications received from Borough Council. Any applications received after the issuing of this agenda will also be considered at the meeting:
- a) 25/00074/TPO** - Bradfield Lodge 69 Wretton Road Stoke Ferry King's Lynn Norfolk PE33 9QJ, T1 Ash - Fell large tree with Ash dieback and root plate movement. T2 Oak - Crown raise tree overhanging driveway by 2.5m, Awaiting Decision
Resolved = Cllr A Hayward proposed the support of this planning application, This was seconded by Cllr L Jarredd, 6 Councillors agreed, 2 councillors abstained.
 - b) 25/01758/F** - Chalk Pit Farm Lynn Road Stoke Ferry King's Lynn Norfolk PE33 9SW, Retention of existing structures for agricultural use and retention of earth bund, Awaiting Decision
Resolved – Application withdrawn
- b) To receive and note decisions since last meeting
- a) 25/00074/TPO** - Bradfield Lodge 69 Wretton Road Stoke Ferry King's Lynn Norfolk PE33 9QJ, T1 Ash - Fell large tree with Ash dieback and root plate movement. T2 Oak - Crown raise tree overhanging driveway by 2.5m, TPO Decision Consent 14th November, Delegated Decision.

11/26 Finance Matters

- a) To receive, verify and approve Bank Balances and Bank reconciliations as at 31st December 2025.
Resolved - Cllr L Jarred verified and approved the Bank Reconciliation showing the balances at bank on 31st December 2025, being Current Account £2,037.97 and Savings Account £35,939.89
- b) To note and approve the 9-month summary of Actual Costs against estimated costs, for the period 1.4.2025 to 31.12.2025
Resolved - Clerk presented the Actual costs against budget schedule. Cllr Lintern thanked Clerk and acknowledged it was good to see the Parish Council are still on track with spending.
- c) To approve payments to be made in January 2026 and note monies received December 2025.
Resolved – The payment list to-date, as below, was proposed by Cllr S Collins, seconded by Cllr L Jarred, to accept and approve payments, with the form being signed accordingly.
6 in favour, 2 abstained

Stoke Ferry Parish Council					
	Payments for -	January 2026			
Payee	Payment for	Invoice Number	Net	VAT	Gross
Payments to be made by BACS					
Mr Sparkle	Bins emptied - 9.12.2025 and 22.12.2025		£ 74.00	£ -	£ 74.00
Mr Sparkle	Grass cut 29.12.2025		£ 75.00	£ -	£ 75.00
SF Village Hall	PC Meeting 7.1.2026		£ 25.00	£ -	£ 25.00
Tony Hunt	Christmas Lights		£ 20.00	£ -	£ 20.00
TT Jones	Street Light Maintenance	January, February, March 2026	£ 41.75	£ 8.35	£ 50.10
Wave	Cemetery Water for period 15.9.2025 to 14.12.2025		£ 19.22	£ -	£ 19.22
SLCC	Clerk Membership to SLCC		£ 158.00	£ -	£ 158.00
Parish Clerk and RFO	Pay to 31.12.2025		£ 415.51	£ -	£ 415.51
HMRC	P30 - Month 8 - 5.1.2026		£ 113.52	£ -	£ 113.52
		Total Payments to be paid in January 2026			£ 950.35
Payments made by Direct Debit					
Npower	Period 1.11.2025 to 30.11.2025	Taken 19.12.2025	£ 226.85	£ 11.34	£ 238.19
Bank Charges	November 2025 Charges	Taken 31.12.2025	£ 6.00	£ -	£ 6.00
		Total Payments made by DD in December 2025			£ 244.19
Payments Received					
31.12.2025	Unity Savings Account	Interest Received	£ 186.77	£ -	£ 186.77
		Total Income for December 2025			£ 186.77
Transfer Between Accounts					
			£ -	£ -	
		Total Transferred in December 2025			£ -
	Bank Balances as at	7th January 2026			
		Current Account	£2,073.97		
		Savings Account	£35,939.89		
		Total Monies at Bank	£38,013.86		

- d) To receive Financial Audit report from Cllr A Hayward for the period 1st July to 30th September, and to approve the completed expense payment documentation for payments made on 9.7.2025, being expense paid to K Perry (Clerk) for purchase of 13th edition of Local Council Administration Book for £142.40
Resolved – Cllr Hayward was thanked for auditing the records and Cllr Lintern signed as approval of payment to be made
- e) To receive, verify and approve expense payment documentation for payment made on 8.12.2025, being expense paid to Kathryn Perry (Clerk) for reimbursement of ILCA training with SLCC in sum of £144.00
Resolved – Cllr Lintern signed as approval of payment to be made
- f) To note that the Clerk, Kathryn Perry has passed the ILCA training.
Resolved – Clerk was congratulated on passing this qualification
- g) **CiLCA Training with Yorkshire LCA for the Clerk**
To approve the CiLCA training for the Clerk from the Yorkshire and the Humber Regional Training Partnership (YH RTP) with the Chair signing the Learning and confidentiality Agreement 2026
Resolved – Cllr S Lintern proposed the agreement be signed by the Chair and agreed the Council will meet the requirements needed. Cllr A Hayward seconded all in favour.

12/26 To agree the Budget for year 2026/2027, and set the Precept requirement for year 2026/2027

Cllr Lintern went through all the 2026/27 budget figures to explain what is included in each line.

Resolved - Cllr Lintern proposed to agree and approve the budget figures and to request a precept of £28,529.50 being Band D equivalent (Yearly) per council tax household of £71.68, or £1.38 weekly. It was noted this was a 5.29% increase on last year.

Seconded by Cllr A Hayward, All agreed.

13/26 Gifts and Hospitality

To consider and approve the register for 'Gifts and Hospitality for Staff and Volunteer' and to provide a list on the Website for openness and transparency

Resolved – Cllr G Reeve proposed to approve the register for 'Gifts and Hospitality for Staff and Volunteer' and to provide a list on the Website for openness and transparency.

This was seconded by Cllr T Mann, 7 in Favour, 1 abstained

14/26 AGAR Audit of Councillors Email Accounts

With our new Councillor, Mr Stuart Pembery having IT and GDPR experience it was Proposed by Cllr Lintern and seconded by Cllr Hayward that the clerk and Cllr Pembery compile a tick list for auditing Councillors access to emails from personal equipment.
All in favour

15/26 Events

○ **Christmas Event – Saturday 6th December**

Resolved - Councillors would like to thank everyone involved in the Christmas event.

Thanks to Mr Tony Hunt for the use of his land and the supply of the electricity,

Thanks to the Stocking family and Bonnets for sorting the Christmas tree/lights and thank you to Mr Gary Coyne for supplying the Christmas tree

Thank you to Lynn Juniper-Solley for the pantomime and to Stoke Ferry village Hall for hosting the pantomime,

Thank you to the Playing Field for hosting the start of the procession

Thank you to the Bluebell for hosting the festival goers and to the Mayor of Kings

Lynn for his pantomime performance and for switching on the lights.

Thank you to anyone else missed from this list and to everyone for supporting these events

16/26 Correspondence

To consider correspondence and approve any items that require an action.

- The Whittington Road roundabout – the hedges needed cutting back as visibility was getting poor, and there is a road direction sign that needed reinstating

17/26 To consider any items of concern from the Chair or Councillors that need to be discussed before the next meeting and were received after the publication of the agenda.

- Nothing

18/26 To confirm date of next meeting for the **Ordinary Parish Council Meeting** as **Wednesday 4th February 2026** at **Stoke Ferry Village Hall**, after the Open event for parishioners to discuss the usage of the parish land, being between 6.15pm and 7pm

19/26 Exclusion of Press & Public

To resolve to exclude the press and public because of the confidentiality of business in accordance with the Public Bodies Admission to Meetings Act 1960 s.1 (2)

20/26 Confidential items

• **HR matters**

Yorkshire and Humber Regional Training Partnership CiLCA Training Agreement States the clerk should be paid approx.200 hours study leave over 9 – 12 months, which includes training, writing and work-based learning.

This equates to about 4 hours training a week

Resolved - Cllr S Lintern proposed the Clerk be paid the extra hours when her training commences, and her contract of employment be updated with a termination clause should she leave the employment of Stoke Ferry Parish Council within 3 years of completing her CiLCA qualification.

This was seconded by Cllr Collins, all in favour

Meeting closed at 9.15pm

Signed (Chair) Date.....