

TERRINGTON ST JOHN PARISH COUNCIL
Serving the villages of Terrington St John and St John's Fen End
Minute of the Annual Parish Council meeting
Held Wednesday 6th May 2026 at 7.00pm in St John's Church

1. To elect the Chairperson for the coming year

Cllr Ware proposed Cllr Bishop for the position of Chairperson for the coming year. This was seconded by Cllr MacCallum and all agreed. Cllr Bishop duly signed the acceptance of office form.

2. To elect the Vice-Chair for the coming year

Cllr Bishop proposed Cllr MacCallum for the position of Vice Chair for the coming year. This was seconded by Cllr Dye and all agreed.

3. To record the names of those present and record the number of vacancies

Cllr Bishop - Chair, Cllr MacCallum – Vice Chair, Cllr Ware, Cllr Knights, Cllr Dye
It was noted that there are 3 vacancies.

4. To sign documents appropriate to the Annual Parish Council meeting

- Acceptance of Office – Chairperson - signed
- Code of Conduct – all agreed to abide by the Code of Conduct
- Declaration of interest – no changes needed.

5. To consider accepting apologies for absence

It was resolved to accept apologies from Cllr Hoey.

6. To consider co-option applications

There were no applications for consider.

7. To record declarations of personal and/or prejudicial interest from members in any item to be discussed and consider any requests for dispensations

None

8. To approve the minutes of the last ordinary council meeting held Wednesday 15th April 2026

It was resolved to approve the minutes of the last meeting held on 15th April 2026 as a true and accurate of the meeting.

9. To allow public participation – to include information from developers, Police representatives, or any other person invited to speak

None

10. To receive reports from Borough and/or County Councillors

Will be in Marshland North from tomorrow, so there will be a new Borough Councillor. Clerk to thank Cllr B Long for his support.

11. To receive the Clerk's report, including matters arising from last month's meeting

- Update on grass cutting – Had a catch up with the new contractor last week. He is happy with most things and feels the grass cutting is going well. The brambles on Ely Row dyke are now coming over to the road, and it is getting more difficult to cut the verge. Resolved that the Clerk should notify Highways so they are cut back. Cllr Dye noted that the area on School Road was left with clumps or arisings at the start of the cutting season. It was felt that there should be more cuts earlier in the year so this is avoided.
- Update on traveller fair event on School Road 8th/9th/10th May. According to the BC Temporary Events Notice, this kind of event wouldn't need permission from them if it doesn't meet the criteria need. The owner of the land will ensure the rubbish is cleared at the end of the event.
- Update on .gov.uk email registration for the Clerk – the application has been submitted via Parish online and waiting login details.
- Damage to bus stop post near Newcombe Close. The bin lorry ran into one of the posts and they are arranging repair.
- Barn hedge – I have reported to the Barn that the hedge is overgrowing the footpath. They will get it cut back in the coming weeks. They brought up the bin at the end of Ely Row obstructing visibility onto School Road and would like it moved. I noted that the PC has discussed this in the past and I would raise the issue again with you. It was resolved that no action would be taken at this time.
- Scouts request – can they have a shed behind the Scout hut? More details of the shed to be requested.
- Coffee morning banners, additional notice boards for the banners, refurbishment of large Main Road notice board, new bench SJFE near new village sign. 3 banners £150 measuring 70inches by 47inches is the ideal size for the Main Road notice board. Would like 2 more for Main Road near St John's Road turning and SJFE existing notice board location. Replace SJFE notice board with board same size as Main Road notice board which is 97inches by 48 1/2inches. This would give space for A3 notices as well. We have permission from Main Road notice board owner to cut back overhanging branches and repaint it. Should we consider purchasing a bench to go near the new sign at SJFE and then have an 'unveiling event' in the summer? Angela and the Clerk visited the site on Saturday and met with the new shop owner. He would like some tree branches cut back so a lorry can get down the drive beside the shop – I have emailed A Wallace for advice.
- 30mph support from B Long – he supports this but says we should get the support of the new Ward councillor once elected as he will not be covering this area after 7th May. Clerk to do that once we know who is elected and formally invite them to the Parish Council meetings.
- Replacement Internal Auditor – The Virtual Auditor is happy to do the audit for us however due to current work load would not be able to meet the deadline of our next meeting on 3rd June. However, 17th June will be manageable for her. The charge is £200.00. The Clerk suggest the PC goes ahead with the usual PC meeting on 3rd June and have an additional Extra Ordinary meeting on or just after 17th just to sign off the AGAR matters. It was agreed to do this.
- NEST pension does not have a sign up fee. The fees are charged to the employee. <https://www.nestpensions.org.uk/schemeweb/nest/advisers.html> If you recall Peoples Pension charged a £500.00 set up fee.

- The ROSPA checks have been completed and to be considered at the next meeting.
- The parishioners at SJFE that need to give permission for phase 5 of the footpath are willing to engage and at present seem more than happy for a some of their hedge to be removed for a footpath. The next stage is to arrange a site meeting with Jason Moore, Cllr Knights, the Clerk and the Parishioners to look at and discuss details.
- Bin liner has been ordered for Main Road.

12. To agree the appointment of Link Councillors appointments to take the lead on the following matters or other matters as agreed at the meeting. This will be with the agreement that Councillors will make a report to the Parish Council at each month so that any relevant decisions can be considered and made at a full council meeting:

- Police Liaison – Cllr Hoey
- TSJ Consolidated Charity – Cllr MacCallum
- NALC representative – Cllr MacCallum
- SAM2 – Cllr Hoey
- Planning – Cllr Bishop and Cllr MacCallum
- Village Hall working group – Cllr Ware and Cllr Bishop
- Internal audit control – Cllr MacCallum
- Emergency planning – not this time
- Data and asset management – Cllr Knight

13. To receive and consider reports and updates from Councillors regarding the areas they have been delegated to take a lead responsibility on previously

- a) Councillor B Dye: None
- b) Councillor A Bishop:
 - Planning (other link J MacCallum and J Ware) – Cllr Bishop discussed the property next to her house and the plans they have for the property. Planning update session – Cllr MacCallum to attend on 22/6 online. Cllr Bishop to attend 22/6 afternoon in person.
- c) Councillor A Hoey:
 - SAM2 - 1 x SAM 2 Speed Unit at the Primary School and battery has been changed; can I ask other PC Members to let me know if the unit is not showing speeds (flat battery). I remain of the view that these units have a positive effect on drivers' behaviour and that we should look to purchase a further unit to replace the faulty one and can lead on this. We still receive a good level of support from KLBC Speed / Safety Team who is 'on side' and PC Chris Lorraine has confirmed that he will (t)ask for more patrols on School Rd.
 - Police - Report van
 - Travellers Horse Fair: PC Chris Lorraine is aware and has indicated an enhanced police patrol presence over that period.
 - White Van: Cllr Hoey gave an update on the white van that is on the village car park. It was resolved that it should be reported to the police.

- d) Councillor J MacCallum:
 - Internal audit control – nothing to report
 - TSJ Consolidated Charity – nothing to report
- e) Councillor J Ware:
 - Village Hall committee – Coffee morning on Saturday, looking at banners for increased publicity. Some advertising on Facebook and Nextdoor. Look to see if we can run a bingo evening. Looking run a car boot on the field with about 15 cars. And a village event in August, or a village yard sale. Cllr Ware is going to look again at the idea of being a charity again as that can attract more grants.

14. To consider financial business

- a) To receive bank account balances
Balance as of 30th April 2026 £117,039.69
- b) To receive details of income received
CIL £1,904.47
- c) To consider the recommended payments

Wages/HMRC	£1055.75
Grass cutting	£305.71
Norfolkalc	£258.90
Vodafone	£14.40
Insurance	£851.25
Cozens	£30.00
Rio	£3.60
Playsafety LTD	£199.20
WFHA	£26.00
Scouts – coffee morning hire	£120.00
Npower invoice not yet received	
Church hire	£20.00
- d) To consider net position
Not considered.

15. To consider planning matters

- a) Applications

Any applications that appear on the Borough Council planning portal up to the date of the meeting that require the consultation of the Parish Council will be considered by the Councillors at their scheduled meeting, even if they are not listed on the agenda.

 - VARIATION OF CONDITIONS 2,8,9,11 OF PLANNING PERMISSION 24/00539/F: Redevelopment of Grantly Site, demolition of existing bungalow and construction of two new chalet bungalows at Grantly 108 School Road Terrington St John Wisbech Norfolk PE14 7SG. – Support.
- b) Decisions
- c) Address notification
- d) Correspondence

16. To confirm details of Pass Wide and Slow event

Cllr Biship reported the event proposed dated is 11th July, same route as last year. From 11am and takes just over an hour to do the full circuit. Cllr Bishop to look at more details of how it will be run before its advertised.

17. To consider and agree Privacy Policy

It was suggested that AI should be asked to update the policy to make sure it is the most up to date for the website.

18. To receive general correspondence via email during the month and consider any further actions required:

None. Consider if the NP needs updating and put on agenda for September to consider.

19. To ratify decisions made by email/phone calls during the month

None

20. To receive items for next month's agenda

Privacy policy

21. Date and time of Ordinary Parish Council Meeting – Will be held on Wednesday 3rd June 2026 at 7pm

Resolved to have an extra ordinary meeting on 22nd June 2026 at 7.00pm to consider AGAR matters. The date of the next ordinary meeting was noted by those present.

22. To resolve on the moving into a closed session, on the grounds of confidentiality in accordance with the Public Bodies Admission to Meetings Act 1960 s.1(2)

Nothing to consider under confidential items.