OULTON BROAD
PARISH COUNCIL

Meeting of the Parish Council

In the Pavilion

Monday 16 November 2026 at 6pm

MINUTES

Present: Councillors Christine Ashdown, Ben Falat, Jean Bragg, John Davis, Paul Carver, Brian Keller, Sandie Keller, Jo Turner and Val Wickard.

Also in attendance: Michaela McGoun (Clerk). 1 member of the public. 1 District Councillor, 3 County Councillors.

1. **Welcome**

2. Announcement on Reporting

Councillors and members of the public will be reminded that in the interests of openness and transparency, the law permits filming, recording or other means of reporting of meetings.

3.To receive and consider acceptance of apologies for absence

Apologies received from County Cllr. Lacey. Cllrs. Besford-Land and Lynes did not attend.

Cllr Besford-Land has not attended the last six months, so he no longer qualifies to be a Cllr.

Cllr Falat recorded a vote of thanks to Anthony for all his help on the Council and hopes he will still be available to consult; it would be valuable.

Cllr. Bromley has handed his notice in with immediate effect, so a vacancy has been advertised.

4. . Declarations of Interests and dispensations

4.1 DPI's from councillors on items on the agenda. Cllr Turner on item 11, Cllr Falat on item 10.
4.2 DPI's for Disclosable Pecuniary Interests.
4.3 DPI's previously granted. BF Member of yacht club

5. To agree the minutes of the previous meeting held on 19 October 2026

Proposed by Cllr S Keller, seconded by Cllr B Keller, All in favour.

6. Outstanding actions: To note actions taken from last meetings which are not detailed on this agenda.

7. Chairman's Report:

Thank you to everyone who attended the Remembrance Day, we had a very good turnout.

8. Public Forum and Public Service Reports:

An opportunity for members of the public to make comments on any matters on this agenda. This forum will include **receipt of any written District Council, County Council reports**.

C Cllr. Robinson announced the next Full Council is next Wednesday where the bins will get mentioned. There are possibly elections in May but not guaranteed as no one knows what is happening. Cllr. Robinson received a request for support from FoNEP for their project, FoNEP currently completing the application form. It will be to purchase plants and replace the fencing in the grounds staff compound.

Cllr. Falat stated that the fencing was the responsibility of the Trust so they will pay for the panels. 9 x panels at £64.00.

9. To receive an update from FoNEP and agree any necessary action.

FoNEP reported that the voluntary hours for October were 167, the circle bed was found to have vine weevil that have eaten the roots of the remaining plants. The first choice of treatment is not possible as it is very toxic so we have found one that is safe for children and dogs and will treat the bed on Thursday. Climbing roses will go in the bed in front of the gardener's compound but not on the fence.

Cllr Falat proposed a vote of huge thanks to the FoNEP team, seconded by Brian, all in favour.

10. To receive a Finance & Projects Brief.

At 05-Nov-2026: –

General Account £ 41,410.88 £ 31,322.37 + £10,088.51

Savings / Reserves £ 475,202.10 £ 480,202.10 – £ 5,000.00

Balance + £ 5,088.51

Funding profile is considered 'Comfortable'. The increase largely due to a VAT-refund, received in September demi-Precept being only partly spent, skews the picture. though is expected to accelerate through January/March.

noting (against any potential push-back) that very considerable sums are "Earmarked" Reserves, in particular to support prudently various future maintenance commitments; the available working-reserve remains at approximately half-of annual Precept. This will be clarified in the Budget-2027/28 submission at next meeting.

NEP waterfront Necklace Lights many dead bulbs; replacements must be rain-proof)

Draft budget Chair; for presentation to December mtg.

To purchase a “Toucan” video-conference system “Teams” software, Video record and AI-interpretation

NEP Duckpond Bridge over winter; include annual maintenance effort.

Slaters Pit Clearance Pond, t.b.c. otherwise proceed

Grant’s applications from outside, while worthy of Parish support, should need liaison with District or County. District awaits a letter indicating policy. Budget for Grants to remain at £5k but receive wider publicity.

Election Expenses:– it is believed that when Parish & District elections coincide, then mutual support may continue to kick-in; OBPC’s “Reserve” is held at £10k and will not move in budget-review.

Amended “Lease with a Solicitor (retired): (a) Move to Lease in favour above Agreement; (b) Reduce the Term to below 7-years else it will require registration at Land Registry, so suggested 5-yr replacing the envisaged rent-review period; (c) Discussion points regarding permission for holding Auctions and a Map of Access; Chair + Vice to lead discussions and sign agreement with Hd-of-Finance purely as facilitator.

Museum scaffolding + <£1,200 (+vat). Question raised for how nest was removed without scaffolding; is this a tenant-initiated issue?

11. To agree Christmas Office Closure

Cllr. Falat suggested a two-week closure from Monday 21st December, and will re-open on January 3rd, 2027.

Proposed by Cllr. Falat, seconded by Cllr. Bragg, all in favour.

12. To appoint an independent internal auditor.

Robin Goreham has quoted £90.00 to carry out the audit for 26/27.

Proposed by Cllr. Falat, seconded by Cllr. B Keller, all in favour.

13. To note planning application decisions

BA/2026/0300/HOUSEH – 3 Waveney Hill – No objections
DC/26/3665/FUL – Shop at 17 Hall Road, Lowestoft – No objections
DC/26/3617/P3MA – 85 – 89 Bridge Road – No objections, however concerns raised over parking for the properties.

To note the next Parish Council meeting and committee meetings: Finance Committee 3 December, Full Council 14 December 2026.

It was suggested by Cllr. S Keller that we will have nibbles after the December meeting.

Volunteers needed to help at the Christmas event.

The Chairman closed the meeting at 6. 40pm.

Signed by the Chairman…….. Date……