

TROWSE WITH NEWTON PARISH COUNCIL

Minutes of the Parish Council meeting, held on 16th February 2026 in The Manor Rooms, Trowse at 7.15pm.

Present: Cllr Bowers (chair), Cllr Owen, Cllr P Greenizan, Cllr A Greenizan, Cllr Cartner, Cllr Price, Cllr King, and Cllr Haynes. Kate Leggett (Clerk)

102 (001) APOLOGIES

Cllr Gorman – agreed and accepted. No apologies received

103 (002) DECLARATIONS OF INTEREST AND DISPENSATIONS

Cllrs who own allotments, Cllrs involved with the Trowse Historical Society and the Manor Rooms.

104 (003) MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on the 19th January were agreed and signed.

105 (004). PUBLIC FORUM

4.1

Written District reports –Reports from Cllr Fowler are at end of minutes and website. No report received from Cllr Neal.

Written County report – No report received from Cllr Thomson

4.2.

Police Officer Thomas Goodrum was present at the meeting and gave a run down of recent crime statistics and ongoing matters for the area. He also encouraged people to complete the online “Have Your Say” survey that guides the police when setting their priorities. **Clerk to put poster on social media and Cllr Bowers to place posters on noticeboards.**

PC Goodrum also stated that if anyone witnesses any anti-social behaviour at Whitlingham or in the village to report via 999 or 111 and send any photos or videos to him for reviewing.

106 (005) MATTERS ARISING FROM THE PREVIOUS MEETING

Decisions/Actions	Responsible person
Streetlight unit repair	Clerk (actioned)
Circulate the TOR for the MR committee	Clerk (actioned)
SEV Consultation	Clerk (ongoing)
Phone box investigations	Clerk (ongoing)

107 (006) COMMITTEE UPDATES

6.1 Update from Finance Committee. Cllr King gave members an update on the discussions from the finance committee which included Budget V Actuals for the year and the projected underspend, the appointment of the internal auditor and review of the insurance policy.

a) To discuss and agree any actions pertaining to Ear Marked Reserves. The Clerk and Cllr Bowers gave information on the creation of a new EMR and the proposal to reallocate funds from other reserves as detailed in the shared document. **As a recommendation from the finance committee it was resolved to create a new Manor Rooms EMR with the sum of £14k. All in favour. Clerk to action.**

6.2 Update from the Personnel and Communications Committee. Cllr Greenizan gave an update which included details of the next newsletter.

6.3 Update from Open Spaces Committee

Signed:

Date:

Cllr Owen updated members on the most recent OS Committee meeting, which included details of vacant allotment plots, the summer event and play equipment investigations. It was predominantly focused on the continued work on the MUGA, and a representative from Crown Point Estate was present to give her thoughts.

a) To discuss and agree any actions relating to the MUGA. **Given the tight timescale the Clerk was given delegated authority to continue with preparing a business case to present to Crown Point which will highlight the need for funding to get the site ready to use.**

6.4 – The Clerk read out a report received from Cllr Gorman which highlighted the discussions which took place at the first meeting of the new Manor Rooms committee. This included updates on hirers, upcoming events, planned building/maintenance work and the purchase of equipment for the MR.

a) Drainage works – This item will be moved to the next agenda.

b) Building works - This item will be moved to the next agenda.

109 (007) FINANCIAL MATTERS

7.1 - Agreement of payments for January 2026 – Approved.

7.2 - Agreement of Bank Reconciliation for January 2026 – Approved.

7.3 – Budget V Actual spends to date. Cllr Bowers took members through information relating to the budget and the forecast underspend of approximately £16k. It was discussed that items such as an industrial vacuum and generator could be purchased. **Clerk given delegated authority to make purchases up to the sum of £1000. Clerk to action.**

099 (008) PLANNING

None for this meeting.

100 (009) POLICIES AND OTHER ITEMS

9.1 – Standing Orders Review. The Clerk had circulated the revised Standing Orders ahead of the meeting. **Resolved to accept the revised Standing Orders.**

9.2 – The Clerk gave information on the revised Risk Register, stating that she had broken the document down by Committee, so each committee would be in charge of reviewing their sections. Individual committees would review their sections at next month's meetings, with full council signing off the whole document.

101 (010) DATE AND TIME OF NEXT MEETING.

Monday 16th March 2026 @ 7.15pm.

Meeting closed at 8.30pm

Decisions/Actions	Responsible person
Have Your Say poster	Clerk/Cllr Bowers
EMR reallocation	Clerk
MUGA planning	Clerk
Vacuum/generator purchases	Clerk

District Cllr Report

Nicola Fowler:

Lithium-Ion Batteries in Waste

We have been asked to bring to everyone's attention the danger of lithium-ion batteries (LIBs) which are being disposed of in our general waste. The batteries are found in a lot of items/gadgets that we all use on a daily basis, such as mobile phones and vapes.

Signed:

Date:

These items pose a significant threat to the Council staff, our refuse/recycling fleet and to the Materials Recycling Facility (MRF) at Costessey.

Other local authorities have already lost vehicles to fires started by LIB's and significant damage has been done to facilities here in Norfolk in Caister-on-Sea and Dereham.

Please use the recycling facilities at our County Council Recycling Centres.

Alternatively, you can arrange for a kerbside collection of small electrical items and batteries. Details can be found at the following link:

[Battery and electrical kerbside recycling scheme to launch in South Norfolk | Broadland and South Norfolk](#)

Community Action Fund

- The fund opened for applications on 20th January and closes on 22nd February.
- Please note, if there are any organisations still interested in applying for a grant via the CAF fund, it must be applied for via a District Councillor.
- Applications are for funds between £1,000 and £15,000.

For more details, please click on the link below:

[Community Action Fund | Broadland and South Norfolk](#)

Please note that the fund is oversubscribed so it may be difficult to be successful at this time, but another grant round will be available in a few months' time with a larger overall fund available.

Signed:

Date: