



Castle Acre Parish Clerk: Ms Amy Hart
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NOTICE IS HEREBY GIVEN OF THE CASTLE ACRE PARISH COUNCIL MEETING TO BE HELD AT CA VILLAGE HALL ON THURSDAY 9th APRIL 2026 AT 19:30, REGARDING THE FOLLOWING BUSINESS:

1. APOLOGIES

NCC/CAPC Cllr Jim Moriarty

2. MINUTES of the PC meeting 12th March 2026 & Solar Subcommittee 20th March.

3. DECLARATIONS OF INTEREST

4. HEALTH & SAFETY Reports on any new H&S issues. 'Defib' replacement battery. Tree report (Ligna Lime Trees Survey, Stocks Green) – update.

5. PLANNING

Ref: 26/00491/LB 16/03/2026

Variation of condition of planning application 24/01725/LB: Listed building application. The proposed works will entail linking the two properties to create a single family-home, ensuring the future usage of the cottages at 15 St James Green.

Deadline: 16/04/2026.

6. UPDATES ON ACTIONS REQUIRED FROM PREVIOUS MEETINGS

42. (2022) South Acre Rd and Ford, NCC TRO application/extension – update.

12. (2024) Health and Safety, schedules / risk assessment Defib – update.

25. (2024) The Drovers Solar Farm. Registered interest on PINS 23/02/2026. CA Representation document on CAPC website. Solar subcommittee and communications with James Wild MP – update.

28. (2025) Devolution of Norfolk & Suffolk and LGR update (Cllr Beales).

30. (2025) Historical CAPC Documents to hold or file at NRO – (Cllr Fisher to update).

2. (2025) Illuminated 20 MPH School Road Sign in Back Lane to improve safety of Castle Acre School children (at School Start/Finish times) – (Cllr Moriarty to update on progress).

7. (2025) PIIP (Parish Infrastructure Investment Plan') & CIL (01/03/2026 – 01/05/2026)- update.

11. (2026) Grit Bin Bailey Street - Application request to NCC. (Clerk followed up on 31/03/2026)

12. (2026). Removal of rotten gate posts and reinstatement, Pales Green – update.

13. (2026) CAPC updated policies adoption – update & discuss.

7. REPORTS

- Highways, Village Hall, CA School, CA Heritage Group, CA Biodiversity, CAPFA, BCKLWN & NCC.

8. MATTERS REQUESTED BY COUNCILLORS

- a) LGR Decision, outcomes and explanation – Cllr Beales to update.
- b) Cllr Chakrabarti has requested new Defib battery be purchased as current defib battery was 1/3 bars on 23/03/2026 / CPR Training update – discuss.
- c) Draft Document Control Index – Cllr Jukes to update.
- d) Non-Conformist Burial Ground Capping Stones & Graveyard Survey Data – Cllr Mason / TH Chair to update.
- e) Gary Lake payment schedule sent on 30/03/2026 for cutting season April 2026 – Clerk to update.
- f) Drovers Solar Farm Clerk analysis report investigating outside representation – update
- g) TTSR temporary fuel surcharge for next four invoices, totalling £151.88 + VAT (£37.97), to commence 30/04/2026 to expire after fourth billing – update & discuss.
- h) Service Level Agreement (SLA) between CAPC/CAPFA for 26/27 – Chair to update.

9. CORRESPONDENCE

- a) Email received from Chair of VH Committee regarding booking system/website – update.
- b) Email received from PKF Littlejohn (NO0093) 2025/26 AGAR external auditor instructions – update.
- c) Email from Resident received on 24/03/2026 concerned about livestock on ‘Castle Acre Water Meadows’ – update.
- d) Request from CA Hort Soc for additional date **29/05/2027** (in addition to 23/05/2026) for a plant and cake stall on Stocks Green – update & discuss.
- e) Request from Sheridan School received on 23/03/2026 enquiring about fishing on River Nar for students (under ten’s) & response received from Charles Rangle-Wilson and CA Fishing Club Chair, David de Stacpole – update.
- f) Email from Cllr Beales received on 25/03/2026 regarding CA RNR’s (a joint NCC and Norfolk Wildlife Trust scheme) – update
- g) Email received on 25/03/2026 from Ligna Consultancy confirming 01/04/2026 as a potential day for proposed Tree Survey Work (Quote ref: Q6340) – update.
- h) Email received on 27/03/2026 from BCKLWN planning regarding an extension to the ‘Call for sites’ deadline, to Friday 1st May 2026 – update.
- i) Email received on 30/03/2026 from RAF Marham confirming night flying/training between 30/03/2026-01/04/2026 between 1300-2200 hrs.

- j) Email & audit received on 31/03/20206 from 'Area Chair' of Norfolk Ramblers Footpaths – update.

10. ACCOUNTS

ITEM:	Cost to PC Budget:	Grant funded:
Clerk Salary (April) payment Clerk Salary (from 1 st April as per LGS, SCP 26 @ £19.32 per/hr) CiLCA training commenced 13/01/2026, 3.333 hrs / per month. <i>(Module 1 commenced 16/02/2026)</i>	Total: £587.65 Training Hours: £64.40 Total Due: £652.05	
Defib Battery & Pads Bundle (Ipad sp1 Adult/Child Electrode Pads & battery bundle. Defib Warehouse.	Total: £270.00 VAT: £54.00 Total Due: £324.00	
CAPFA Reimbursement of 2026/27 Annual Insurance. Policy number: CHA03513. Inv: 107 dated 02/04/2026	Total Due: £1,270.71	
Norfolk Rivers Internal Drainage Board, notice of drainage rates: 01/04/2026 to 31/03/2027. Dated: 01/04/2026. Upper Nar District (Total Hectares: 17.041/42.109 Acres) Account ID: 60-0263-0	Total: £36.11 VAT: NIL Total Due: £36.11	
BCKLWN weekly litter bin collection. Invoice BC110368377, dated 01/04/2026 10 x month DD payment plan confirmed on 02/04/2026 to commence on 01/05/2026 of £80.14 pcm tbc.	Annual Total: £801.36	
BCKLWN Dog Bin Monthly instalment No payment March <i>(awaiting invoice for 2026/27)</i>	Total: - VAT: - Total Due: -	

1.SSE (DD) Payment for March 2026 Inv. no: IV? For invoice period: 01/03/2026 – 31/03/2026 <i>Note: Account was in dispute. Oct to Dec invoices credited and re-charged at correct contract rate. New DD info. Received 21/02/2026 refers to CAPC account as a 'Church'. Correction sent, awaiting new DD information.</i>	1.Total: £ - VAT: £ - Total Due: £ - Current total credit balance: £138.78	
Unity Trust banking charges (DD)	£7.00	
Authorised for online payment by- Date: Signatory 1: Signatory 2:		

11. VILLAGE MAINTENANCE

- * Clerk reported broken Livestock Sign to Holkham estates on 26/03/2026 (Status: awaiting response)
 - * Archer Lane pothole – Resolved.
 - *Chair & Volunteers... East Green hedgerow, weed, re-mulch. Arisings stacked. Tree planted (Acre Campestre) by CA Horticultural Society (S.Eastern side) in memory of resident and one of founding members.
 - *Clerk reported buckled and overturned street sign to NCC Highways on 29/03/2026 at Orchard Lane, (outside No 1 St James Green) (Status: Scheduled for inspection)
- Note: A further reminder about broken Archer Lane Street sign also sent.

PUBLIC QUESTIONS

Next PC meeting: Thursday 14th AGM May 2026 at 19:00, followed by CAPC meeting at 19:30 in the CA Village Hall.

Signed.....