

Keswick and Intwood Parish Council Meeting on the 25th of March 2026.
Minutes of the Meeting held at the Reading Room, Keswick at 19:00.

Present: Janet Hill (JH); Suzannah Billington (SB); Alex Gordon (AG); Marguerite Russell (MR); Mike Pilgrim (MP) and Adrian Spencer (AS).

Also present: Samantha Henry (Parish Clerk); Deborah Sacks (District Councillor) and 1 member of the public were also present.

2026/13. To consider apologies for absence: Apologies were received and agreed for Monica Warmerdam (MW). Councillor David Bills (County Councillor) and Councillor Daniel Elmer (District Councillor) were not present.

2026/14. Declarations of Interest: a) in accordance with s.31 of the Localism Act 2011, Members to declare any Disclosable Pecuniary Interests in items on this Agenda; and b) the Clerk to report any written requests for dispensation in respect of items on this Agenda: N/A.

2026/15. To confirm the minutes of the Parish Council meetings held on the 25th of February 2026: The minutes were confirmed as an accurate record and signed by the Chair.

2026/16. To report matters arising from the minutes not on the agenda for information only:

- Item 2026/05 – The Clerk had contacted Highways regarding the pot holes on Low Road. Repairs had been carried out by Highways in March 2026.
- Item 2026/06 – The Clerk chased Highways regarding the overgrown trees and hedging along Low Road. Highways had responded explaining that further contact with the landowners would be made. The Parish Council acknowledged that as it was now nesting season, the hedging would likely not be cut before October 2026 at the earliest.
- Item 2026/06 – The Clerk had contacted Highways regarding the feasibility of implementing a vehicle weight limit along Keswick Hall Road. A response had not yet been received. The Clerk would chase Highways for a reply. **ACTION CLERK**
- Item 2026/08 – The Clerk had received a response from SNDC regarding the litter picking schedule for Short Road. MR and MW had been informed.
- Item 2026/07 – MP had received an update regarding the community speed watch. The organiser had contacted Norfolk Constabulary to find out next steps. He also noted that more volunteers were required in order to get the initiative up and running.

2026/17. Public Participation:

- *Resolution to adjourn the meeting for public participation and any County and District Councillor updates:*

Councillor Sacks gave a brief verbal update regarding an Orsted consultation she had attended, Local Government Reorganisation, local elections that were due to take place in



May 2026, and an update regarding potential opening of parts of Thickthorn junction in Autumn 2026. Communal food waste collections at Keswick Hall was also discussed.

MR had contacted Orsted regarding concerns about noise and light pollution coming from the site, asking whether the converter station had installed lithium batteries on site. Lilly (Orsted) had replied confirming that the team could not find the source of the noise. Councillor Sacks confirmed that no power was being generated as of yet (due to commence in Autumn 2026) and therefore use of lithium batteries was unlikely at this time. MR had not yet received a clear answer regarding whether the converter station currently had lithium batteries on site. Councillor Sacks agreed to follow up. Councillor Sacks also highlighted that landscaping onsite was due to commence in Autumn which may mitigate the noise somewhat. The Clerk would invite Orsted to the Parish Council's next meeting (May 2026). **ACTION CLERK**

2026/18. Planning:

- *To discuss updates received regarding the proposed Low Road traffic calming measures:* no further update had been received. A meeting with *Future-Built Ltd* would be organised in the near future. **ACTION CLERK/MP/JH**
- *To discuss planning applications and the compliance to conditions set by SNDC planning department:* compliance of conditions set by SNDC on planning applications in Keswick and Intwood was discussed. The lack of enforcement action by SNDC planning department regarding conditions set was highlighted. It was agreed that the Parish Council would email South Norfolk Planning Department to discuss concerns regarding sites in Keswick. **ACTION CLERK**
- *To discuss planning applications received for comment:* N/A.
- *To note and ratify planning applications responded to since the last meeting due to the deadline date:* N/A.
- *To consider planning applications which have been received since distribution of the agenda:* N/A.

2026/19. To discuss South Norfolk Council Chair's Civic Reception and discuss next steps: Councillors had attended South Norfolk Councils Civic Reception, where the BESS storage application had been discussed with Phil Courtier (Director of Place for SNDC). He listened to the Council's concerns and advised that he be emailed so that he could review it in more detail and liaise with the planning officer in charge of the application. AG had drafted a response, which it was agreed would be sent to Phil Courtier. **ACTION CLERK**
JH informed the meeting that funding opportunities had been discussed with Daniel Elmer, and a proposal of a solar light along the B1113 near the bus stop had been suggested. The Clerk and MR agreed to look into solar lighting. **ACTION CLERK/MR**

All public left the meeting.

2026/20. Correspondence received:

- *Ben Goldsborough MP – regarding grant for local Armed Forces Day events: correspondence noted.*
- *To consider any correspondence which has been received since distribution of the agenda: N/A.*

2026/21. Finance:

- *To agree invoices for payment in accordance with the budget: the following invoices were agreed for payment by online bank transfer: NPTS annual subscription (£101.05); Clerk Expenses (£159.99); HR Payments (£16.56); HMRC PAYE (£177.60); Hare Cleaning Services (£40.00). MP and MR agreed to log onto Unity Trust banking and authorise the payments.*
- *To discuss the purchase of an additional grit bin and cleaning of the existing grit bins: it was agreed to buy a grit bin for Intwood. The Clerk would contact Highways to discuss donation of the bin and an agreed location.* **ACTION CLERK**

2026/22. Policies:

- *To review the General Risk Assessment: the General Risk Assessment was reviewed. Traffic would be added as a hazard to litter picking.* **ACTION CLERK**
- *To adopt an IT Policy: the IT Policy was discussed and adopted.*

2026/23. Reading Room:

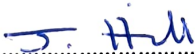
- *To receive an update regarding the Reading Room: no further update had yet been received from the landowner. It was agreed that the Clerk would contact the landowner regarding a timeline for transfer of the lease.* **ACTION CLERK**

MR left the meeting.

2026/24. Items for the next meeting:

- Reading Room lease

The meeting closed at 20:40.

Signed:.....