HOE & WORTHING CIVIL PARISH MEETING

MINUTES OF THE EXTRA-ORDINARY PARISH MEETING HELD IN THE VILLAGE HALL, HOE ON THURSDAY 27TH AUGUST 2026 AT 7.00 P.M.

Present: - Dist. Cllr Roger Atterwill, and Mrs Griselda Hubbard, Parish Clerk

Attendees were:- Mrs Celia Daniel, Mr Dick Malt, Mrs Susan Malt, Mr Trevor Wood, Ms Tracey Green, Mr Graham Lewis, Miss Liz Bradley, Mr David Hickman, Mr James Bradley, Mr Kieran Bradley and Mr James Keith (Chairman)

1. Welcome, Introductions and to receive apologies for absence.
James Keith, the Chairman, welcomed everyone to the meeting and thanked them for attending. He thanked Cllr Atterwill for joining the meeting tonight.

Apologies for absence were received from:- Mrs Anna Cooper, Mr Ian Cooper, Mr Mick Dunn and Mrs Penny Dunn.

2. To discuss the creation of Hoe and Worthing Parish Council rather than Hoe and Worthing Parish Meeting.
Mr Keith was of the opinion that if it was a Parish Council, policies and various other documents would be in place and this would carry more weight where planners were concerned. There should be a minimum of quarterly meetings. Highways issues and other subjects could be discussed quicker if more regular meetings took place. Mrs Daniel suggested all the residents be contacted and asked if they wished for the Parish Meeting to change to a Parish Council. Mr Wood stated that there are Statutory Regulations regarding Minutes. Mr Keith explained that he is not aware of Statutory rules. Mr Atterwill spoke about the difficulties regarding making comments on planning issues. A Parish Council has to have Standing Orders and Financial Regulations, as well as several Policies, which a Parish Meeting does not have. Mrs Daniel asked if it would be possible for Cllr Atterwill to produce an A4 leaflet, explaining the situation, and the leaflet could be distributed and the subject voted on at the October meeting. Cllr Atterwill suggested a Community ~~Government~~ Review would be undertaken. About 80 people would be needed to sign a document and it would go to Breckland Council. Cllr Atterwill also spoke about the subject of a Neighbourhood Plan as he thinks they are important. Parish Councils have certain Powers that are laid down in statute. Mr Keith thanked Cllr Atterwill for his information. If, after the October meeting, it seems that people want a Parish Council then 80 people will be needed to sign the document and the idea can go forward. Cllr Atterwill will arrange for Breckland Council to give a breakdown regarding the precept, as that is important. If increases need to be made then residents need to know why the precept needs to be increased. Mr Keith is very keen for the village to move forward. Mr Wood spoke about why he thought the village is a Parish Meeting and not a Parish Council.

There was a brief discussion regarding the Robertson Barracks proposed development in Swanton Morley.

Cllr Atterwill explained that a Parish is not a Corporate Body but a Parish Council is a Corporate Body. It would probably have 5 Parish Couuncillors and need a quorate of 3 for voting. It would have to meet 4 times a year at least and one would need to be the Annual

Meeting. VAT paid out on goods can be claimed back. He said that if Hoe and Worthing became a Parish Council, then they could become more involved with the Village Hall.

3. To discuss details of the new Parish website.

Mr Keith explained to those present that the Parish's website needed updating and it should be simpler for the Clerk to add information. The building of the new website will be undertaken and he felt the cost to be charged by Mr Jackman was very reasonable. The website design is one that Mrs Hubbard is already familiar with from other Parishes. The cost for designing and setting up the website was £195.00. There was an optional cost of a half day training session and follow up support of £95.00 Hosting fees are paid directly to Wix and are currently £108.00 plus VAT for a year or £216.00 plus VAT for 3 years, which would be the preferred option. Mrs Hubbard will send him all the documents she is able to do and hopefully he will receive other pieces of information from other means, including some photos.

4. To discuss the complaint about historic inconsistency in procedures of meetings over recent years.

Mr Wood explained that it is his belief that Mr Keith was not voted in properly as the Chairman in May and that Statutory Rules were not followed. He felt Mr Keith did not always inform residents of facts at meetings. He does not think legislation is being followed and certain procedures are not followed. Comments were made about past planning applications.

Mr Keith explained that he became Chairman because Mrs Daniel decided to resign from the position and apart from himself, no other person offered to take on the role. He has not received any training regarding this role and carries out the role to the best of his ability. If he was the Chairman of a Parish Council, there would be training courses available for him to attend and booklets covering rules and regulations for him to read. Cllr Atterwill told Mr Wood that he obviously had a wealth of knowledge and asked if it would be possible to forget the past months and everyone work together to make the future meetings run smoothly.

5. To confirm date, time and venue of next meeting.

The next meeting was set for Tuesday 20th October 2026, at 7.00 p.m. at Worthing Church, Worthing, This will be the Finance Meeting.

There being no more business to discuss, The Chairman thanked everyone for attending and declared the meeting closed at 8.45 pm

Signed .....

Date: 20th October 2026