

Minutes of Mautby Annual Parish Meeting held on Wednesday 27th May 2026 at 7.30pm at Runham Village Hall

Present: Mark Bullent, Chair
Amanda Bayfield, Vice Chair
Sarah Flatman
Ruth Easter
Vivyan Bishop
Jean Hodgson
Paul Newby
Sara Burns, Parish Clerk

Also present: Cty Cllr Daniel McGrath and 3 members of the public

1. Apologies for absence

Borough Cllr Adrian Thompson sent his apologies.

2. To approve minutes of the previous meeting

The minutes of the previous Annual Parish Meeting held on Wednesday 26th March 2025 were approved, agreed by all.

3. Parish Council Reports

a. Parish Council Chair Report

The Chair report was presented by Mark Bullent:

It has been a good year, we are sitting at 7 councillors and a few minor issues have been sorted throughout the year. No ongoing problems. We are clearing agenda items once they are finalised which good way of working where possible. All turning up and everything is running well.

b. Financial Report

The financial report was presented by the Clerk (Appendix 1)

The 2025/26 accounts have been audited and will be approved in the following meeting. There is just over £12,000 in Ear Marked Reserves with £2240.86 remaining in the Village Hall repairs and £3700 in the Village Hall Contingency fund. General Reserves are sitting at just over £6000, under Ear Marked Reserves, there is £3000 in general reserves which I have now renamed this to Contingency.

4. Reports from outside bodies

a. County Councillor

No report

b. Borough Councillor

No report

c. Police

No report

5. Reports from Village Organisations

a. Village Hall Committee

The Village Hall Committee report was presented by Amanda Bayfield (Appendix 2)

b. Church Report

The Church report was noted – available from the Clerk upon request

6. General Parish Issues

Ruth Easter raised a query on what will be happening with the street light stumps where the lights have been removed. 8 lights had been removed; 3 lights will be replaced however the remaining stumps

need to be made safe. Cty Cllr Daniel McGrath noted he would look into these being removed or made safe so any electrical connections are not exposed. Clerk noted that Adrian Thompson reported the lights would be done on the 2nd, 3rd and 4th of June.

There is ongoing speeding through Runham and it was noted that there have been quad bikes going through Mautby.

Meeting closed at: 7.20pm

CHAIRMAN

Mautby Parish Council
Accounts for year ending 31st March 2026

	2025/26	<i>Budget</i> 2025/26		2024/25
Income				
Precept	£ 7,554.00	£15,108.00	£	13,602.00
Concurrent Functions	£ 1,093.50	£2,187.00	£	2,187.00
Shortfall Grant	£ -	£0.00	£	-
Grants and Donations	£ -		£	-
Loan	£ -		£	-
Other	£ -	£51.00	£	-
Interest	£ 52.69	£150.00	£	193.40
VAT Reclaimed	£ 467.97		£	240.12
Total	£ 9,168.16	£ 17,496.00	£	16,222.52
Expenditure				
Clerk Salary	£ 617.48	£2,215.20	£	2,043.12
HMRC	£ 154.20	£553.80	£	510.60
Mileage	£ -	£0.00	£	-
Administration	£ 60.48	£50.00	£	7.69
Training	£ 40.00	£110.00	£	55.00
Subscriptions	£ -	£35.00	£	44.82
Website	£ -	£0.00	£	216.00
Audit	£ 100.00	£100.00	£	520.00
Hall Hire	£ -	£0.00	£	-
Village Hall	£ -	£0.00	£	-
Village Hall Repairs	£ -	£0.00	£	6,059.76
Village Hall - solar repay	£ -	£0.00	£	-
Insurance	£ 845.38	£1,100.00	£	1,018.18
Repairs and Replacements	£ -	£200.00	£	220.00
SAM2	£ -	£0.00	£	-
Churchyard Maintenance	£ -	£1,800.00	£	1,796.00
Grass Cutting	£ -	£1,595.00	£	1,250.00
Tree Maintenance	£ 1,440.00	£1,000.00	£	-
Shelter	£ -	£0.00	£	-
Grants / Donations	£ -	£0.00	£	-
S137	£ -	£60.00	£	60.00
Miscellaneous	£ 81.24	£0.00	£	-
Loan Repayments	£ 3,163.59	£6,327.00	£	6,327.18
VAT	£ -	£0.00	£	467.97
Contingency		£400.00	£	-
Mole control	£ -	£200.00		
Replacement noticeboard	£ -	£750.00		
Total	£ 6,502.37	£16,496.00	£	20,596.32
Balance B/f	£ 14,023.58		£	18,397.38

Income	£	9,168.16		£	16,222.52
Expenditure	£	6,502.37		£	20,596.32
Balance c/f	£	16,689.37		£	14,023.58

Represented by

Lloyds Current Account	£	-		£	158.01
Lloyds Deposit Account	£	-		£	8.75
Unity Current Account	£	2,628.67		£	4,848.81
Unity Deposit Account	£	14,060.70		£	9,008.01
Unpresented Cheques	£	-		£	-
	£	16,689.37		£	14,023.58

Difference £ -

Earmarked Reserves

General Reserve	£	3,000.00		£	3,000.00
Election Reserve	£	1,300.00		£	1,300.00
Village Hall Contingency	£	3,700.00	<i>£1,000.00</i>	£	2,700.00
Village Hall Repairs	£	2,240.86		£	2,240.86
Concurrent Functions Mitigation	£	1,900.00		£	1,900.00
	£	12,140.86	£ 1,000.00	£	11,140.86

Runham Village Hall (RVH) Report- 2025-26 – Appendix 2

2025- 2026 continues to be another busy year with fundraising for the upkeep of our village hall. The committee remains strong with Amanda, Lesley, Lorraine, Penny, Jean and the newly recruited Trevor. One member stepped down in 2025 due to family commitments but continues to help alongside our direct family members. We are also lucky to have the support from many core members of the community.

The committee meet once a month & one task is to complete health & safety checks for the hall. This regular time is used to discuss and plan future events and monitor finances. There are continuous upgrades being made as we strive to maintain the excellent condition of the hall. Solar panels were installed in 2025 and we are now feeling the rewards of the energy generation with our electricity account in credit, as at the end of April 2026. The panels were funded through a grant from GYBC. In March 2026 a solar battery was been installed supported by a grant sourced by Mautby Parish Council, from Adnams Community fund.

A dehumidifier was purchased in October 2025 to prevent a repeat of the damp issues which contributed to the problems in the hall. We hired a skip during the summer and the old BBQ and metal chairs etc were finally disposed of. One shed roof was repaired and made water tight. Acoustic sound boards were installed in the hall and the projector has a permanent home in the hall.

We were very grateful to receive a £500 donation from the Runham Poor Laws Trust in December 2025.

Total income received 25-26 - £3,828

Total expenditure incurred - £2,852

Events

Monthly lunch club has continued with numbers reaching a high of 18 in March 26. All key (cooks) volunteers have passed their L2 food Hygiene & we maintain our level 5 food hygiene rating. A Christmas lunch session took place and we have a core group of local people who attend most months.

The return of Runham fete in Sept 2025 was a great success and the VHC opened the hall for refreshments and cakes as well as the outside bar. All the profits were split 3 ways across RVH, Runham Bowls Club and the Church. Our large Gazebo was renovated and used by the fete volunteers.

Quiz night in Oct 25 - £584 profit and Jan 26- raised £527.54 plus a donation.

Wine tasting event- 19 people attended.

Complementary refreshments for the litter pick were provided.

The hall hosted a free Easter 2025 event & another in 2026.

The hall has been hired by a variety of people/groups, including local residents, the church for their fundraising coffee mornings, local walkers' group for events, Bowls Club for a training session and AGM and local people for private functions. The Runham fete volunteers have used it for their regular planning meetings- at no charge.

The hall was selected and hired for a local wedding and we have never seen the hall looking more beautiful. RVH was used due the fantastic condition and the perfect size for a small family wedding. Ther church provide parking for the event.

We have Quiz nights planned again for May and October 2026, a family Bingo session in July and we will be supporting the Runham fete in September. We are keen to get Wi-Fi installed in the hall, if we can source funding, and we have other improvements planned.

We currently have a funding bid in with Love Norfolk which would allow Wi-Fi and an IT project to run from the village hall.