

Great Witchingham Parish Council

Meeting of the Parish Council – Agenda

Thursday May 15th, 2025, at 7pm
Great Witchingham Village Hall, Great Witchingham.

Members of the press and public are welcome to attend.

I hereby give notice of a meeting of Great Witchingham Parish Council and summon members to attend.

Dawn Clarke,
Clerk to the Council.
May 7th, 2025



AGENDA

- 2025/0026 **Chairs Welcome and to consider apologies for absence.**
To receive and note apologies for absence.
- 2025/0027 **To Elect a Chair and sign the Declaration of Acceptance of Office.**
2025/0028 **To Elect a Vice Chair and sign Declaration of Acceptance of Office.**
- 2025/0029 **Declarations of Interest.**
a. Councillors are invited to declare a pecuniary or non-pecuniary interest on any item on the agenda.
b. To consider any dispensation requests.
- 2025/0030 **Minutes.**
2025/0031 To approve the Parish Council minutes from the meeting held on Thursday March 27th, 2025.
- 2025/0032 To agree the members of the Staffing Committee.
2025/0033 To review and (re-) adopt the Policies listed in Annex B.
2025/0034 To review the use of S137 to make payments.
2025/0035 To accept the Asset List.
2025/0036 To note the meeting dates for the next council year.
2025/0037 To note and approve the scheme of delegation.
- 2025/0038 **To receive updates on any matters not elsewhere on the agenda.**

2025/0039 **Public Participation and Reports.**

- a. County Councillor Greg Peck
- b. District Councillor Peter Bulman
- c. Members of the Public.

2025/0040 **Planning.**

- a. To note delegated consultee responses
2025/1037 Foxford Cottage, Heath Lane Great Witchingham Norfolk
NR9 5QL Erection of replacement garden shed with attached
greenhouse.
- b. Any application arriving after the publication of this agenda.

2025/0041 **Correspondence and Communications.**

- a. To receive an update in respect to the bus shelter (cantilever) and decide if the council wishes to pursue removal or a grant for the replacement.
- b. To discuss the proposed mitigations in Weston Longville and any impact they will have on traffic entering the parish.
- c. To update council about the 7 Chairs meeting.
- d. Any correspondence after this agenda.

2025/0042 **Financial Matters.**

- a. To consider the bank signatories.
- b. To note the list of contractual payments.
- c. To consider the insurance provider for the next year.
- d. To agree payments as detailed in Annex A.
- e. To consider the grant request for grass cutting at St. Mary's
- f. To receive the bank balances.
- g. To receive the year end balances and budget against actual for 2023-24.
- h. To note the auditor's remarks and accept the auditor's findings.
- i. Annual Governance Statement.
 - To hear the proposal to approve Section 1, Form 3 of the AGAR.
 - To hear the proposal to approve section 2 of the AGAR.
 - To delegate authority to the Clerk and Chair discharge the council's legal duties.
- j. To note the dates for the Electors Rights.
- k. To consider appointing an auditor for 2025-26.
- l. To consider the insurance for 2025-26 and choose a provider.
- m. NPTS training dates.

2025/0043 **Play Area.**

- a. To discuss repairs and consider alternative materials for under equipment on the park.
- b. To receive an update.

2025/0044 **Community Engagement.**

- a. To consider the logos to date and move forward with designs.
- b. To consider if a Paediatric Pad is required for the defib and if to buy a bleed kit.

This meeting may be filmed, recorded or photographed by the public: however anyone who wished to do so are asked to inform the Clerk and ensure it is done in a non-disruptive and public manner.

- 2025/0045 **Environment.**
To work with Weston Longville to improve the area around the bus stop.
- 2025/0046 **Administrative Matters.**
Website compliance and moving to .gov.
- 2025/0047 **Clerk's Report.**

To consider a resolution to exclude the press and public in accordance with the Public Bodies (Admission to meetings) Act 1960 in consideration of the following item due to the confidential nature of the items to be discussed. – Legal matters.
- 2025/0048 **Items for next meeting.**
To note the next meeting date: July 31st, 2024, at 7pm – Village Hall.