

FLEGGBURGH PARISH COUNCIL

Serving Burgh St Margaret, Billockby and Clippesby

Tel: 07502 735991; Email: fleggburghpc@gmail.com

Chairman: Mr Keith Osborne

Parish Clerk: C Moore

To Members of the Council,

You are hereby summoned to attend a meeting of Fleggburgh Parish Council on **Wednesday 19th March 2025, 7.30pm at Fleggburgh Village Hall** for the purpose of transacting the following business:

C Moore

Parish Clerk 14th March 2025

- 1. To consider apologies for absence**
- 2. Declaration of interest for items on the agenda and applications for dispensation**
- 3. Public Forum**
 - a. Public
 - b. County / Borough Councillors & Police
- 4. To approve the minutes of the meeting held on Tuesday 15th January 2025**
- 5. To note that Adrian Thompson and Gary Boyd have resigned at the direction of the Monitoring Officer, as the Council is now quorate**
- 6. To consider applications for co-option of Parish Councillors (4 vacancies)**
- 7. Correspondence and Consultations**
 - a. To note Order in Council relating to closure of part of Burgh St Margaret burial ground
 - b. Email noting difficulties using cycle route at Acle Bridge
 - c. To receive general correspondence
- 8. Planning**
 - a. New Applications
06/25/0137/HH Oak Tree Barn, Main Road, Clippesby: Installation of an additional solar panel tracker pedestal
 - b. Applications considered between meetings
06/25/0049/TRE 4 Trust Close: Proposed works to protected trees (Tree Preservation Order ref: TPO No. 10 1991) – T6: Sycamore - Fell and remove stump; T7: Sycamore - Fell and remove stump; T8: Ash - Fell and remove stump; T9: Sycamore - Fell and remove stump. Additional works not requiring permission: T1: Sycamore - Remove crown deadwood; T2: Ash - Remove crown deadwood; T3: Lime - Remove crown deadwood; T4: Sycamore - Fell (dead); T5: Sycamore - Fell (dead). **NO OBJECTIONS**
 - c. Decisions
None.
- 9. Finance**
 - a. To note the financial update 2024/25; bank reconciliation; and receipts since last meeting
 - b. To note an amendment to the tax base and reduction on Band D figures
 - c. To agree/note payment of the following:

i.	C Moore	Salary February 2025 (SO 28.02.25)	£486.15
ii.	HMRC	PAYE February 2025 (DD)	£124.40
iii.	C Moore	Expenses, WFH, Salary Top Up February 2025	£16.28
iv.	C Moore	Salary March 2025 (SO 31.03.25)	£486.15
v.	HMRC	PAYE March 2025 (DD)	£124.40
vi.	C Moore	Expenses, WFH, Salary Top Up March 2025	£16.28
vii.	K Osborne	Expenses - Printer Ink	£22.85
viii.	Collective Comm Plan	Neighbourhood Plan Consultant	£5,820.00
ix.	Norfolk PTS	Subscription	£217.47
x.	Information Comm. Off.	Subscription	£47.00

10. Highways and Parish Assets

- a. To report general highway issues
- b. To appoint a Footpath Warden
- c. To receive an update on any issues with general parish council assets
- d. To receive an update on the footway outside The Cottage, Main Road, Clippesby

11. To receive reports from Councillors and Outside Bodies

- a. Village Hall Representative (T Gammans)
- b. Footpath Warden
- c. Poors Trust: update on process to appoint Trustees (T Gammans)

12. Other Matters

- a. To ratify the decision to spend £540 on a lorry load of Type 1 for the track at The Common
- b. To receive an update on Parish Partnership Schemes
 - i. Village Gateways, Clippesby – to note award of 2025/26 funding; and prices from Norfolk County Council
 - ii. Rollesby Road gateways – update on approval of working and installation
- b. To receive an update on double yellow lines at Town Road / Main Road and consider whether any money is available to contribute towards the project
- c. To consider a replacement mirror on the corner of Town Road / Rollesby Road
- d. To consider any maintenance required for village signs and agree to seek quotes
- e. To receive an update on Wesleyan Chapel planning enforcement
- f. To receive footpath cutting prices for the 2025 season and agree appointment of contractor
- g. To consider adopting the proposed Service Delegation Agreement for Footpaths
- h. To receive an update from the Neighbourhood Plan Working Group
- i. To agree the appointment of an Internal Auditor for 2024/5 accounts
- j. To consider whether the Council wishes the outgoing Clerk to prepare the internal audit and send to the auditor at the close of the financial year
- k. To note the draft minutes of the Complaints Committee for information only

13. Items for Next Agenda

14. Date of Next Meeting: Wednesday 16th April 2025 (Annual Parish Meeting); and Wednesday 21st May 2025 both 7.30pm at Fleggburgh Village Hall

15. To consider a resolution to exclude the Press and Public under the Public Bodies (Admission to Meetings) Act 1960 to consider the following confidential matters:

- a. To appoint a Parish Clerk or Locum Clerk