

Gressenhall Parish Council

I hereby give you notice that the **Annual Parish Council Meeting** of the above-named Parish Council will be held in the Reading Room on Tuesday 6th May 2025 following the Annual Parish Meeting. All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder.

AGENDA

1. **Elections**
 - a. To elect the Chairman
 - b. The newly elected Chairman to sign the Declaration of Acceptance of Office.
 - c. To elect the Vice-Chairman.
 - d. To confirm eligibility to operate under General Power of Competence
2. To receive and accept apologies for absence.
3. To receive declarations of interest on items of the agenda and any requests for dispensation.
4. To approve and sign the minutes of the meeting held on Tuesday 1st April 2025
5. To report progress on items not on the agenda from the last meeting (information only).
6. Open forum for Public Participation: an opportunity to hear from members of the public.
7. Reporting of any Highways Matters including:
 - To receive any highways defects to report
 - To receive an update re Anglian Water leaks on The Green
8. To discuss and consider update on The Social Club
9. Update on the Gressenhall Community Car Scheme
10. Update on the Elmham GP Surgery
11. To receive update from Play Park Project
12. To provide update on applicants for Clerk position
13. To discuss and consider arranging Himalayan Balsam bash
14. To consider request for spikes to playing field swings to deter birds
15. To consider donation required from Norfolk Age UK
16. To receive confirmation from Norfolk County Council Modification Order and consider response
17. To discuss and consider Insurance quotes
18. To discuss and consider speeding at Rougholme Close and update on SNAP Meeting
19. To discuss and consider response Norfolk Minerals and Waste Local Plan examination - survey by the Planning Inspectorate
20. To discuss and consider response to RWE High Grove Solar Farm consultation
21. To discuss and consider Breckland SLA for emptying litter bin near MUGA
22. To receive NCC Agency Grass Cutting contribution for 2025-26 and confirm invoice sent
23. **To discuss and consider planning matters**
Planning Applications
 - PL/2025/0330/HOU, Heathfield The Drift, Gressenhall - Proposal: Renovation, repairs and single storey side extension to existing bungalow, remove existing garage and erection of replacement garage and new vehicular access. **Comments due 30th April – No objections from GPC**
 - PL/2025/0394/VAR, 9 Chequers Lane - Variations of conditions 5 & 7 on pp 3PL/2023/0346/VAR - to remove the access to the west side and use existing access only
24. Report from County Councillor
25. Report from District Councillor
26. **Financial Matters**
 - a. To approve the 2024-25 Annual Governance and Accountability Return
 - b. To approve the 2024-25 Payments and Receipts accounts and bank reconciliation
 - c. To receive the internal audit report

- d. To confirm payments for April: Clerk salary and expenses - £363.80, HMR&C - £84.20, Gressenhall Community Car scheme - £tbc, Gressenhall Community Car Scheme (Breckland) - £tbc, Norfolk ALC - £232.36, Reading Room - £10.00, Robin Goreham - £55.00, TTSR Limited - £903.34.
- e. To receive income for April: Breckland Precept 1st installment - £8,250.00, Breckland Council (GCCS) - £1,750.00.

27. **Policies**

To review and consider the following Policies:

- a. Standing Orders
- b. Financial Regulations
- c. Financial Risk Assessment
- d. Model Publication Scheme

28. Reports from councillors (for information only)

29. Correspondence (for information only)

30. To confirm the date of the next Meeting of the Parish Council – Tuesday 3rd June 2025 at 7:00pm.

Signed: Leanne Jarrett

Dated: 1st May 2025

Parish Clerk: Mrs. L Jarrett, 5 East View Crescent, Whissonsett, Norfolk, NR20 5TD Tel: 01328 701007