

Gressenhall Parish Council

I hereby give you notice that the Ordinary Parish Council Meeting of the above-named Parish Council will be held in the Reading Room on Tuesday 3rd March 2026 at 7:00pm. 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. To receive and accept apologies for absence.
2. To receive declarations of interest on items of the agenda and any requests for dispensation.
3. To approve and sign the minutes of the meeting held on Tuesday 3rd February 2026.
4. To report progress on items not on the agenda from the last meeting (information only).

5. Open forum for Public Participation: an opportunity to hear from members of the public.

6. Reporting of any Highways Matters including:
 - To receive any highways defects to report
 - To receive any water leaks to report
7. Update on the Gressenhall Community Car Scheme

8. **To discuss and consider planning matters**
ENF/244/25 Land To The West Of Longham Road, Gressenhall, Norfolk – update

9. Report from County Councillor
10. Report from District Councillor

11. **Financial Matters**
To confirm payments for February:
Clerk Salary and expenses, Mrs S Horton - £290.15, Voluntary Norfolk (DBS checks x 3) = £46.80, Gressenhall Community Car scheme (Parish) £tbc, Gressenhall Community Car Scheme (Breckland) - £tbc, Mrs S Horton (Reimbursement cost of new laptop) = £568.98.

12. To consider appointment of internal auditor.

13. To consider draft Email Policy, Data Management Policy and Privacy Notice.

14. Reports from Councillors (for information only)

15. Correspondence (for information only)

16. To confirm the date of the next Meeting of the Parish Council – Tuesday 7th April 2026 at 7:00pm.

Signed: Sue Horton

Dated: 26th February 2026

Parish Clerk: Mrs S Horton, Laundry Cottage, Kenninghall Road, Garboldisham IP22 2SJ Tel: 01379 730737