

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 5th May 2026 following the Annual Assembly of the 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 7th April 2026
 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
 8. To discuss and consider update on The Social Club
 9. Update on the Gressenhall Community Car Scheme
 10. To consider update on Bus Shelter
 11. To consider Zurich insurance renewal for 2026-27
 12. To receive Breckland Council Community Car Scheme grant for 2026-27 and confirm invoice sent
 13. To consider Cilca qualification for clerk

14. **To discuss and consider planning matters:**

ENF/244/25 Land To The West Of Longham Road, Gressenhall, Norfolk – update

*PL/2026/0467/HOU - Proposed Single Storey Extension to Side, Replacement of Flat Roof to Bathroom to Pitched Roof (including Velux to Bathroom Roof) and Porch to Front, and Velux to Front and Rear to existing Roof Space - Woodsage, 20 Bittering Street, Gressenhall (comments to be filed by 8/6) – **No objection filed***

*PL/2026/0403/FMIN - Replacement 1.5-storey self-build dwelling plus garage/workshop - Tanglewood, 8 Bittering Street, Gressenhall, Dereham, Norfolk, NR20 4EB (comments to be filed by 15/5) - **No objection although workshop/garage must not be repurposed for accommodation***

*PL/2026/0518/HOU - Proposed single storey extensions to side and rear with extension to roof - 2026 re-design - Mynholm, 72, Bittering Street, Gressenhall - **no objection filed***

15. Report from County Councillor
16. Report from District Councillor

17. **Financial Matters**

- a. To approve the 2026-27 Annual Governance and Accountability Return
- b. To approve the 2026-27 Payments and Receipts accounts and bank reconciliation
- c. To receive the internal audit report
- d. **To confirm payments for April:** Clerk salary and expenses - £350.40, HMRC - £26.60, Gressenhall Community Car scheme (Parish) - £40.13, Gressenhall Community Car Scheme (Breckland) - £71.12, Carol Bailey (auditor) - £90.00, John Reader (reimbursement for padlock for play park) = £20.50, Reading room (hire) = £10.00, NALC – yearly subscription = £238.84, TTSR (Grounds Maintenance Services 2026) = £1007.43

- e. To receive income for April: Breckland Precept 1st installment - £8,500.00, Breckland Council (GCCS) - £1,750.00.

18. **Policies**

To review and consider the following Policies:

- a. Standing Orders
- b. Financial Regulations
- c. Financial Risk Assessment
- d. Model Publication Scheme
- e. To consider Bullying and Harassment Policy

19. Reports from councillors (for information only) - NCC Agency Grass Cutting 2026/27

20. Correspondence (for information only)

21. To confirm the date of the next Meeting of the Parish Council – Tuesday 2nd June 2025 at 7:00pm.

Signed: Sue Horton

Dated: 27th April 2026

Parish Clerk: Sue Horton, Laundry Cottage, Kenninghall Road, Garboldisham, IP22 2SJ