

FELTHORPE PARISH COUNCIL – A SUMMONS

To all Members of the Council

You are summonsed to a meeting of Felthorpe Parish Council, to be held at Felthorpe Pavilion on Tuesday 3 December 2024 commencing at 8pm

AGENDA

- 1. Chairman's Welcome and to receive and consider apologies for absence**
- 2. To receive members' declarations of interests and consider requests for dispensations**
- 3. To ratify the minutes of the meeting held on 1 October 2024**
- 4. To receive information on matters arising from the minutes not covered elsewhere on the agenda**
- 5. To receive reports from District and County Councillors**
- 6. To allow the public to raise matters** (15 minutes maximum, per standing order 1e)
- 7. To note / agree actions for the following correspondence**
 - 7.1 Dog fouling – newsletter update
 - 7.2 Churchyard maintenance grant
 - 7.3 Parking on The Street
 - 7.4 Western link update
 - 7.5 **To consider time sensitive correspondence received since publication of agenda**
- 8. Planning Matters**
 - 8.1 **To consider planning applications.**
None
 - 8.2 **To consider time sensitive applications received since publication of agenda**
 - 8.3 **To ratify planning responses sent since the last meeting**
2024/3077 - Land At 12 Holt Road Felthorpe - Replacement of existing dwelling with single-storey dwelling and attached garage including access. No objection.

2024/3104 - Land North and South Of Haveringland Road, Broadland Country Park - Construction of a visitor centre and cafe, alterations & expansions to the existing car parks & associated development. No objection.
 - 8.4 **To note the Enforcement Update**
- 9. To consider financial matters**

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- 9.1 To agree to the following payments:
- Clerks Salary and Expenses (November) - £241.43 (SO of £166.40 paid on 1 December), BACS for £75.03
 - HMRC (Q3) £TBC
 - Mr Sibley (grounds maintenance) £500.50
 - Outside Help DD (Microsoft 365) £40.08
 - Data Protection Office DD (ICO) £35
- 9.2 To confirm the payments made between meetings:
- Salary and Expenses (October) - £220.31 (SO of £166.40 paid on 1 November), BACS for £158.28
 - Broadland Council (Dog bin emptying) £1148.16
 - TD Exterior (cleaning village signs) £60
 - Unity Trust (monthly bank fees) £5.40
- 9.3 To note income:
- CIL £225.84
- 9.4 To receive the accounts and bank reconciliation to date
- 9.5 To note that the 2324 pay award has been agreed and back paid to 1 April 2024.
- 9.6 To agree which signatories will authorise payments on 4 December 2024
- 9.7 To consider and agree the draft budget
- 9.8 To consider and confirm the 2025/26 parish precept
- 10 To consider changing future meeting dates to bi-monthly**
- 11 To receive an update on Highways matters and agree matters where required**
- 12 To co-opt a Parish Councillor**
- 13 To receive updates on Councillor portfolios / Village Matters (items for information only)**
- 14 To receive items for the next agenda**
- 15 To agree items for the next newsletter**
- 16 To confirm the date of the next meeting as Tuesday 4 February 2025**

Signed.....*S Blythe*.....
Sonya Blythe

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Clerk to the Council, 26 November 2024