

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 2 September 2025 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 July 2025**
- 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 co-opt a Parish Councillor**
- 8. Policies:**
 - 8.1 To receive and agree a new IT Policy
 - 8.2 To review and approve the Publication Scheme policy
- 9. To note / agree actions for the following correspondence**
 - 9.1 Local Government reorganisation
 - 9.2 Norfolk Constabulary- Operation Radium
 - 9.3 Newsletter feedback
 - 9.4 Western Link update
 - 9.5 To consider time sensitive correspondence received since publication of agenda
- 10. Planning Matters**
 - 10.1 **To consider planning applications.**

None.
 - 10.2 **To consider time sensitive applications received since publication of agenda**
 - 10.3 **To ratify planning responses sent since the last meeting**

Stopping up Haveringland Road – supported.
 - 10.4 **To note the Enforcement Update**

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11. To consider financial matters

11.1 To agree to the following payments:

- Clerk salary and expenses £266.45
- Westcotec - £tbc
- Geoff Sibley – grounds maintenance £445
- Outside Help - Microsoft licences £40.08
- Unity - monthly fees £6

11.2 To confirm the payments made between meetings:

- Clerk - expenses & salary £678.70
- Felthorpe PCC – newsletter printing - £46.08
- Clear Council insurance £513.56
- Outside Help - Microsoft licences £40.08
- Unity - monthly fees £6

11.3 To note income:

- £0

11.4 To note the 2025/16 pay national pay increment had been agreed

11.5 To receive the accounts and bank reconciliation to date

11.6 To agree which signatories will authorise payments on 3 September 2025

11.7 To receive grant requests:

Felfest – Recreation Ground Committee

Felthorpe PCC – Grass cutting

Grass cutting – Recreation Ground Committee

11.8 To receive a quote to paint the phone box book exchange

12 To receive an update on Highways matters and agree matters where required

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 November 2025

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

Sonya Blythe

Clerk to the Council, 26 August 2025