

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 4 November 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 2 September 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. Policies:**
 - 7.1** To receive and approve the General Data Protection Regulations Policy
- 8. To note / agree actions for the following correspondence**
 - 8.1** Western Link- Norfolk County Council funding support
 - 8.2** Felthorpe Speed Limit Reduction – update
 - 8.3** Horsford Neighbourhood Development Plan
 - 8.4** Remembrance Service invitation
 - 8.5** Hedge obscuring SAM2 sign
 - 8.6** To consider time sensitive correspondence received since publication of agenda
- 9. Planning Matters**
 - 9.1 To consider planning applications.**

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

None.
 - 9.4 To note the Enforcement Update**
- 10. To discuss ongoing maintenance of the book exchange**

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11. To consider financial matters

11.1 To agree to the following payments:

		-
01/11/2025	S Blythe salary	£166.40
04/11/2025	S Blythe - expenses & salary	-£73.09
04/11/2025	Felthorpe PCC grant	-1100
04/11/2025	Recreation ground - grant	-4000
04/11/2025	Grounds maintenance	-809
	Outside Help - Microsoft	
06/11/2025	licences	-40.08
29/11/2025	ICO - annual GDPR fee	-47
30/11/2025	Unity - monthly fees	-£6.00

11.2 To confirm the payments made between meetings:

		-
01/10/2025	S Blythe salary	£166.40
07/10/2025	S Blythe - expenses & salary	-£97.78
07/10/2025	Adept IT	-103.4
07/10/2025	Westcotec	-181.2
07/10/2025	Norfolk PTS - 2x Cllr training	-156
07/10/2025	HMRC - Q2	-167.2
07/10/2025	A11 - post box refurb	-612
	Outside Help - Microsoft licences	
06/10/2025		-40.08
30/10/2025	Unity - monthly fees	-£6.00

11.3 To note income:

- £220 – litter pick prize

11.4 To appoint an auditor for the 2025/26 accounts

11.5 To receive the accounts and bank reconciliation to date

11.6 To agree which signatories will authorise payments on 5 November 2025

11.7 To consider initial suggestions for the 26/27 budget

11.8 To receive grant requests:
-Felthorpe Cricket Club

12 To receive an update on Highways matters not covered under correspondence and agree matters where required

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13 To consider reallocating Councillor portfolios

14 To receive items for the next agenda

- Budget setting

15 To agree items for the next newsletter

16 To confirm the 2026 meeting dates

- 6 January
- 3 March
- 5 May
- 7 July
- 1 September
- 3 November

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

Sonya Blythe

Clerk to the Council, 28 October 2025