

Shouldham Parish Council – Meeting Agenda

I hereby give you notice that an ordinary meeting of the above-named Parish Council will be held on
Monday, 9th June 2025 at 7.30pm in the Shouldham Village Hall.

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.

- 92/25 To open the meeting and receive apologies for absence.
- 93/25 To receive declarations of interest in items on the agenda and any requests for dispensation.
- 94/25 To hear from the public present (max 3 minutes per person at the Chair's discretion).
- 95/25 To agree the minutes of the meeting held on 7 May 2025.
- 96/25 To receive Borough and County Council Members' reports.
- 97/25 **Financial Matters:**
- a. To note authorised payments and authorise new payments.
 - b. To reconcile the accounts.
 - c. Bank Mandate amendment update.
 - d. To note that the PC Insurance has been renewed under LTA and to confirm the Statement of Fact.
 - e. To consider the disposal of old laptop by RLS Computer Services at a cost of £30 (plus VAT.)
 - f. To consider an IT support service from RLS Computer Services at a cost of £35 (plus VAT) per month.
- 98/25 **To complete the Annual Governance and Accountability Return (AGAR):**
- a. To receive and note the Internal Auditor's report.
 - b. To approve Section 1 – the Annual Governance Statement 2024/25.
 - c. To approve Section 2 – The Accounting Statements 2024/25.
- 99/25 **Consideration of planning applications, decisions and appeals:**
- a. Applications:
 - i. To consider any late notice applications.
 - b. Decisions:
 - i. Ref.25/00463/F Midhurst 7 Westgate Street Shouldham King's Lynn Norfolk PE33 0BN - Householder: Single storey rear extension on existing two storey house. Status: Application permitted.
 - c. Planning Appeals and Enforcement updates:
 - i. 23/00296/UNOPDE | Alleged Unauthorised Operational Development | Labyrinth 9 Westgate Street Shouldham King's Lynn Norfolk PE33 0BN. Appeal APP/V2635/C/23/3333470 in progress, No event date arranged.
- 100/25 **Clerk's report and correspondence** requiring further consideration:
- a. Email from Forestry England re. Shouldham Warren harvesting.
 - b. Temporary Events Notice 25/00577/LA_TEN – use of the Village Green for Beer Festival 29-31 August.
 - c. Update on Councillor vacancy.
- 101/25 **Flooding & Sewage:**
- a. To receive Surface Water Management Working Group update (if available.)
 - b. To receive update on drainage ditch to west of Westgate Street.
- 102/25 **To receive reports from Clerk and Cllrs for on-going matters:**
- a. Use of Parish Council Facebook page.
 - b. Councillor and Clerk training.
 - c. Self-set walnut trees on Norwich Road.

- 103/25 To consider Councillor roles and responsibilities.
- 104/25 To review rent for the Mere Plot.
- 105/25 **Neighbourhood Plan:** To receive an update from the Neighbourhood Plan Steering Group.
- 106/25 **Highways, Traffic & Parking:**
- a. SAM2 report.
 - b. To consider purchase of new battery for the SAM2 camera at a cost of £84 plus £7.50 delivery (plus VAT).
 - c. Lynn Road Trod update.
- 107/25 **Play Park and KGV Playing Field:**
- a. Cableway servicing update.
- 108/25 To discuss options for a school crossing patrol on Lynn Road.
- 109/25 To consider membership of CPRE (Norfolk) at a cost of £5 per month.
- 110/25 To consider meeting days for future meetings and agree the date for the next Ordinary Meeting of the Parish Council in July.
- 111/25 To receive Cllr reports for items arising after the publishing of the agenda and to receive items for the agenda for the next Parish Council meeting.
- 112/25 Close Meeting.

Signed: *Jo Lloyd*
Parish Clerk: Jo Lloyd

Dated: 4 June 2025
clerk@shouldham-pc.gov.uk