Shouldham Parish Council – Meeting Agenda

I hereby give you notice that an ordinary meeting of the above-named Parish Council will be held on

Wednesday 1st October 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.

155/25 To open the meeting and receive apologies for absence.

156/25 To receive declarations of interest in items on the agenda and any requests for dispensation.

157/25 To hear from the public present (max 3 minutes per person at the Chair's discretion).

158/25 To agree the minutes of the meeting held on 3 September 2025.

159/25 To receive Borough and County Council Members' reports.

160/25 **Financial Matters**:

a. To note authorised payments and authorise new payments (Annex A).
b. To reconcile the accounts.
c. To note payment of £72 to NPTS for Clerk training.
d. To approve payment of £147.50 to David Willis for NHP postage costs.
e. To approve the removal of Mike Inder and Nigel Walsh from bank account mandates.

161/25 **Neighbourhood Plan**

To receive update on Neighbourhood Plan.

162/25 **Consideration of planning applications, decisions and appeals**:

a. Applications:
   i. 25/01479/PACU3 and 25/01477/PACU3 | Conversion of existing piggery building to 1 dwelling | Agricultural Building at E567566 N309030 Westgate Street Shouldham Norfolk PE33 0BJ | Application to determine if prior approval is required.
   ii. To consider any late notice applications.
b. Decisions:
   i. 25/01050/F | New driveway to garden | Brink House 46 Lynn Road Shouldham King's Lynn Norfolk PE33 0BW |Application permitted.
   ii. 2/TPO/00201: T1 Lime - T1 on TPO 1987 No.14 Shouldham, fell due to the basal decay; Kretzschmaria deusta | 9 Hallfields Shouldham PE33 0DN | Consent given.
   iii. 2/TPO/00201- T1: Quercus robur. A mature, healthy oak tree requires general maintenance; crown lift and reduce extended branches | 10 Hallfields Shouldham PE33 0DN | Consent given.
c. Planning Appeals and Enforcement updates:

163/25 **Clerk's report and correspondence** requiring further consideration:

a. Agar Assertion 10 requirements for 25/26 audit.
b. Maintenance of Lamson's Lane and other footpaths.

164/25 **Proposal for Beacon Basket** from Shouldham Ents Committee.

165/25 **Bus stop:** To discuss proposal and location for marked bus stop and pull-in on the village green.

166/25 **Flooding & Sewage**:

a. To consider proposal from Cllr Hipperson for flood alleviation.
b. To receive Surface Water Management Working Group update.
c. To receive update on drainage ditch to west of Westgate Street.

167/25 **To receive reports from Clerk and Cllrs for on-going matters**:

a. Dog waste collections.
b. Update on issues reported to NCC.

168/25 **To consider Councillor roles and responsibilities.**

169/25 **To consider Councillor and Clerk training.**

170/25 **Tree maintenance:** update on quotes.

171/25 **Posts on the Green:** to consider future maintenance and replacement programme.

172/25 **Play Park and KGV Playing Field**:

a. Play area: to note that Wicksteed have re-tensioned the cableway.
b. Update from Shouldham Football Club if available.

173/25 **Highways, Traffic & Parking**:

a. SAM2 report.
b. Any other highways updates.

174/25 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.

175/25 Close Meeting.

Signed: J Lloyd
Parish Clerk: Jo Lloyd

Dated: 26th September 2025
clerk@shouldham-pc.gov.uk

Annex A

Payments to note and for authorisation

Date	Payee	Details	Gross	VAT
09/09/25	Brightaway Cleaning	Toilet cleaning invoice 0127	183.60	30.60
09/09/25	Jocelyn Stuart	Toilet electrics invoice 0001	35.00	
09/09/25	Npower	Streetlight electric inv IN13841488	133.69	6.37
09/09/25	Nurture Landscapes	Grounds Maintenance Aug INV369748	352.2	58.70
11/09/25	Pozitive Energy	Green electricity 40496720258575437	22.08	1.05
24/09/25	Tamar Telecomunications	Virtual phone 4267846	7.20	1.20
15/09025	Scottish Power	Pavillion Electricity	30.28	
22/09/25	CPRE	Membership monthly	5.00	
23/09/25	NPTS	Training invoice 21785	72.00	12.00
23/09/25	Jo Lloyd	Salary month 6 plus back pay	444.45	
23/09/25	HMRC	NIC month 6	4.12	
25/09/25	Jo Lloyd	Printer ink cartridges	41.79	6.96