

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 4th March 2026 at 7.30pm in 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.

- 41 / 26 To open the meeting and receive apologies for absence.
- 42 / 26 To receive declarations of interest in items on the agenda and requests for dispensation.
- 43 / 26 To hear from the public present (max 3 minutes per person at the Chair's discretion).
- 44 / 26 To agree the minutes of the meeting held on 4th February 2026.
- 45 / 26 **FC Clubhouse:** To receive update from Shouldham Youth Football Club and consider
 - a. Process for temporary disconnection / relocation of shared utilities.
 - b. Approval of location for the new electricity supply kiosk.
 - c. Clarification of ownership and responsibilities wrt work on shared areas / utilities.
 - d. Locations of temporary building and new clubhouse.
 - e. Temporary fencing during work.
 - f. Expected timescales for project.
 - g. Funding for project.
 - h. Agreeing a Memorandum of Understanding before building work commences.
 - i. Lease agreement next steps.
 - j. Any other issues not outlined above.
- 46 / 26 To receive Borough and County Council Members' reports.
- 47 / 26 **Financial Matters:**
 - a. To note authorised payments and authorise new payments (Annex A).
 - b. To reconcile the accounts.
 - c. To consider the quote for the addition of footpath maintenance to the Churchyard grounds maintenance contract.
- 48 / 26 **Flooding & Sewage:**
 - a. To receive update on land ownership.
 - b. To consider letter from the Surface Water Management Working Group requesting the Parish Council's assistance in liaising with Highways.
 - c. To receive any other updates and consider next steps.
- 49 / 26 **Highways, Traffic & Parking:**
 - a. To consider how to resolve parking issues at school drop off / collection times, including the option of a car park.
 - b. To ratify the agreement for the SAM2 volunteer to investigate a fault with the device.
 - c. To receive an update on Lynn Road Trod and consider any suggested amendments.
 - d. Any other highways updates, including SAM2 reports.
- 50 / 26 **Clerk's report and correspondence requiring further consideration:**
 - a. Parish Infrastructure Investment Plans (PIIPs)

- b. Norfolk Ponds Project.
- c. BCKLWN Call for sites.

51 / 26 To receive update on Neighbourhood Plan.

52 / 26 **Governance:** To approve the Internal Controls Statement.

53 / 26 **Consideration of planning applications, decisions and appeals:**

- a. Applications:
 - i. To consider any late notice applications.
- b. Decisions:
 - i. Any late notice decisions.
- c. Planning Appeals and Enforcement updates:

54 / 26 **Play Park and KGV Playing Field:**

- a. Update on condition attached to the permission for removal of the Poplar tree.

55 / 26 **To receive reports from Clerk and Cllrs for on-going matters:**

- a. Update on defibrillator options.

56 / 26 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. Close Meeting.

Signed: *J Lloyd*
Parish Clerk: Jo Lloyd

Dated: 27th February 2026
clerk@shouldham-pc.gov.uk

Annex A

Payments to note and for authorisation

Date	Payee	Details	Gross	Vat
10/02/2026	Pozitive Energy	Green Electricity	20.55	0.98
12/02/2026	Nurture Landscapes	Grounds Maint (Feb) inv 377890	352.20	58.70
12/02/2026	BT	Phone kiosk adoption	1.00	
16/02/2026	Scottish Power	Pavillion electricity	30.38	
27/02/26	Jo Lloyd	Month 11 Salary	392.64	
27/02/26	SLCC	Clerk membership contribution	90.30	
	Glasdon	Bench for bus stop	803.06	