

# Ditchingham Parish Council

## To Members of the Council

*You are hereby summoned by the Clerk to attend the next*

### ANNUAL PARISH COUNCIL MEETING

*Ditchingham Village Hall*

**Monday 8th September 2025 - 7.30 pm**

#### A. Parishioners' Matters of Concern

*Parishioners (and non-parishioners at the Chair's discretion) are welcome to address the Council to share their views or opinions on any matter listed on the agenda. Speakers are kindly asked to keep their comments to a maximum of three minutes.*

*For matters not included on the agenda of the forthcoming meeting, members of the public may raise them at the Chair's discretion. If a Council decision is required, the matter will be considered for inclusion on the agenda of the next meeting or referred to the appropriate Councillor or Clerk for a response.*

#### B. County Councillor, District Councillor and External Reports

### AGENDA

**Lead**

*Once the meeting has commenced, only **Members of the Council** may speak unless expressly invited to do so by the Chair. Attendees who repeatedly speak without invitation will be asked to leave.*

*Councillors are expected to have reviewed all documents distributed with and supporting the agenda prior to the meeting. These documents will be considered 'read' during the discussion.*

#### 1. To Approve Apologies for Absence

*Clerk*

#### 2. Declaration of Interests and Consider Requests for Dispensation

*Chair*

#### 3. To Approve the Minutes of the Meetings held on Monday 14th July 2025

*Chair*

#### 4. Matters Arising

*Chair*

*Matters arising from the minutes that are not on the agenda or included in the committee reports.*

#### 5. To Consider Co-option to fill the Casual Vacancies

*Chair*

*The Council requires prospective candidates to submit their applications in writing prior to the meeting date.*

#### 6. Finance

*RFO*

- a) Annual Governance and Accountability Return (AGAR) External Audit Form - *update*
- b) To Receive the Current Financial & Budget Reports & Approve Receipts & Payments
- c) To Consider Cheyne Walk Wooden Posts Replacement Quotations
- d) To Note Clerk's Annual NALC Contracted Salary Increase
- e) Speed Awareness Machine (SAM2) Repair - *update*
- f) Cemetery Lychgate Roof Repairs - *update*
- g) CPRE Norfolk - Norfolk Anti Mega Solar Alliance - *update*
- h) To Consider Parish Partnership Scheme for Local Highway Improvements
- i) Street Lighting Repairs (Windmill Green) – *update*

# Ditchingham Parish Council

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| <b>7. To Receive the Planning Applications &amp; Decisions Report</b><br><b>a) 2025/1083</b><br>Location: Land West Of Loddon Road Ditchingham Norfolk<br>Proposal: Erection of 27 dwellings, vehicular access, pedestrian/cycle access, public open space, landscaping, and associated infrastructure<br>Application Type: Full Planning Permission                                                                                                                                         | Chair                         |
| <b>8. To Receive Internal Reports from Committees/Councillors</b><br><b>a) Chair's Report</b><br>- Thwaite Road Play Area BMX Track Consultation – <i>update</i><br><b>b) Community Chair's Report</b><br>- Play Areas Inspection – booked October 2025<br>- Tree Survey - Autumn 2025<br><b>c) Planning &amp; Highways Chair's Report</b><br>- South Norfolk Village Clusters Housing Allocations Plan Submission – <i>update</i><br><b>d) Antisocial Behaviour In Ditchingham - update</b> | KW<br>AG<br>Clerk<br>KW<br>NH |
| <b>9. To Note Correspondence Received</b><br><b>a) Local Government Reorganisation in Norfolk</b><br><b>b) Norfolk County Council Property Flood Resilience Scheme - update</b><br><b>c) Phase Two Statutory Consultation for East Pye Solar - update</b>                                                                                                                                                                                                                                    | Chair                         |
| <b>10. To Consider Issues Not Decided by Committees</b><br><b>a) Armed Forces Covenant for Town &amp; Parish Councils</b><br><b>b) Tree Warden - Basic Tree Survey &amp; Inspection course – 10th October 2025</b>                                                                                                                                                                                                                                                                           | KW                            |
| <b>11. Any Other Business</b><br><i>For discussion and information only; the Council cannot make decisions on these items.</i>                                                                                                                                                                                                                                                                                                                                                               | Chair                         |
| <b>12. To Receive items for the Next Agenda</b>                                                                                                                                                                                                                                                                                                                                                                                                                                              | Chair                         |
| <b>13. To Note the Next Meeting Dates (Planning Meetings arranged as required)</b><br><ul style="list-style-type: none"> <li>Monday 10th November 2025 - 7.30 pm</li> </ul>                                                                                                                                                                                                                                                                                                                  | Chair                         |

*S. Chapman*

**Sally Chapman**

**Clerk to Ditchingham Parish Council**

**Date:** 2<sup>nd</sup> September 2025