

Surlingham Parish Council



Agenda

Date: Tuesday 10th September 2024

Time: 7.30pm

Place: Surlingham Village Hall

Councillors are hereby summoned to this Parish Council Meeting of Surlingham Parish Council. Members of the Press and the Public are invited to attend and address the Council during the public participation session. The law does not permit members of the public and the press to take part in the debates.

Charlotte Rust, Parish Clerk & RFO - surlinghampc@outlook.com

1. Welcome from the Chair.
2. To elect a Chair and Vice-Chair and receive signed Declarations of Office.
3. To receive and approve apologies for absence.
4. To receive any declarations of interest from Members & consider requests for dispensation.
5. To approve the minutes of the Parish Council meeting held on 9th July 2024.
6. Matters arising from July's meeting, including Clerk's report.
7. **Reports from:**
 - 7.1 County/District Councillor, Councillor Vic Thomson.
 - 7.2 Councillor R Aktins – Rivers, Ponds, Cycle/Footpaths.
 - 7.3 Councillor M White – Play Area inspection.
8. Adjournment for Public Participation (15 minutes allowed for).
9. To receive the Internal Control Checks for July 2023 – March 2024; Councillors M White, D Swinborne and P Wilson.
10. To review and approve Staithe dredging quotes.
11. To review and update the Village Hall maintenance plan.
12. To discuss mowing footpath and Play Area ongoing maintenance.
13. To discuss and approve purchase of a new laptop.
14. **Planning:**
 - 14.1 **Applications:**
 - 14.1.1. 2024/2252 – 34 The Street – Replace existing first floor Juliet glass balcony.
 - 14.2 **Decisions:**
 - 14.2.1. BA/2024/0209/FUL – Coldham Hall Sailing Club - Replacement of 37m of timber quay heading, to be replaced like for like; BROADS AUTHORITY APPROVE SUBJECT TO CONDITIONS.
 - 14.2.2. 2024/1552 – Greenacres – Details reserved by condition 6 (materials) of 2024/0007; SOUTH NORFOLK DISTRICT COUNCIL APPROVED.
 - 14.2.3. 2024/1605 – Pottles Barn – Installation of secondary heat pump; SOUTH NORFOLK DISTRICT COUNCIL APPROVAL WITH CONDITIONS.
 - 14.2.4. 2024/2212 – Craven Cottage – Demolition of 2 No. side extensions to erect 2 No. single storey side extensions; SOUTH NORFOLK DISTRICT COUNCIL APPROVAL WITH CONDITIONS.
15. **Policies:**
 - 15.1 Data Audit.
 - 15.2 Equality and Diversity.
16. **Correspondence:**
 - 16.1 To consider Surlingham School's breakfast club hall hire request.
 - 16.2 Footpath 4/5.
 - 16.3 Free septic tank upgrade.
17. **Finance:**
 - 17.1 To receive a Statement of Accounts as of 10th September 2024.

- 17.2 To note any receipts and approve payments as per September's payment schedule.
- 18. To receive updates from individual Council Members (for information only).
- 19. To receive any items for inclusion on the next agenda (for information only).
- 20. To confirm date and time of the next meeting which is the Parish Council Meeting as Tuesday 8th October 2024 at 7.30pm in Surlingham Village Hall.
- 21. **Resolution to exclude members of the public and press under the Public Bodies (admission to Meetings) Act 1960.**
 - 21.1 To consider a salary review for the Cleaner.