



## Agenda

**Date:** Tuesday 8<sup>th</sup> October 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](mailto:surlinghampc@outlook.com)

1. Welcome from the Vice-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 10<sup>th</sup> September 2024.
6. Matters arising from September'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. **Surlingham Staithe**
  - 9.1 To discuss and approve the Staithe action plan.
  - 9.2 To approve letter wording to landowner regarding Staithe maintenance.
10. To consider and approve recommendations on Village Hall maintenance plan.
  - 10.1 To receive update following meeting with the school.
11. To receive and consider Clerk's report on website suppliers.
12. To receive and consider Clerk's report on laptop purchase.
13. To discuss footpath maintenance pictures.
14. To discuss parish council email addresses.
15. **Planning:**
  - 15.1 **Applications:**
  - 15.2 **Decisions:**
    - 15.2.1. 2024/2252 – Replace existing first floor juliet glass balcony with green oak cantilever balcony with opaque end panels for privacy; SOUTH NORFOLK DISTRICT COUNCIL REFUSAL
16. **Policies:**
  - 16.1 GDPR.
  - 16.2 Press and Media Policy.
  - 16.3 Planning Policy
17. **Correspondence:**
  - 17.1 Cleanliness of hall after hire.
  - 17.2 Repair the bench at The Covey.
18. **Finance:**
  - 18.1 To receive a Statement of Accounts as of 8<sup>th</sup> October 2024.
  - 18.2 To note any receipts and approve payments as per October's payment schedule.
19. To receive updates from individual Council Members (for information only).
20. To receive any items for inclusion on the next agenda (for information only).

21. To confirm date and time of the next meeting which is the Parish Council Meeting as Tuesday 12<sup>th</sup> November at 7.30pm in Surlingham Village Hall.
22. **Resolution to exclude members of the public and press under the Public Bodies (admission to Meetings) Act 1960.**
  - 22.1 To consider a salary review for the Cleaner.