

Surlingham Parish Council

AGENDA



Date: Tuesday 9th June 2026

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 – clerk@surlingham-pc.gov.uk

1. Welcome from the Chair. (1 min)
2. To receive and approve apologies for absence. (1 min)
3. To receive any declarations of interest from Members & consider requests for dispensation. (1 min)
4. To consider the co-option of a new councillor to fill a vacancy. (10 min)
5. To approve the minutes of the Parish Council meeting held on 12th May 2026. (3 min)
6. Matters arising from May meetings', including Clerk's report. (20 min)
7. **Reports from:** (15 min)
 - 7.1 County Councillor, Councillor Mason-Billig.
 - 7.2 District Councillor, Councillor Thomson.
 - 7.3 Rivers, Ponds, Cycle/Footpaths.
 - 7.4 Councillor White – Play Area inspection.
 - 7.5 Parish Clerk – Traffic and SAM2.
8. Adjournment for Public Participation (15 min).
9. **Finance:** (10 min)
 - 9.1 To receive the Bank reconciliation and Statement of Accounts as of 9th June 2026.
 - 9.2 To note any receipts and approve payments as per June's payment schedule.
10. **Policies:** (15 min)
 - 10.1 Standing Orders.
 - 10.2 Code of Conduct.
 - 10.3 FOI and Publication Scheme.
 - 10.4 Health and Safety.
 - 10.5 Lone Home Worker and Risk Assessment.
 - 10.6 Emergency Plan.
11. **Internal Control Checks 2025-2026:** (10 min)
 - 11.1 Q1 April - June
 - 11.2 Q2 July – September
 - 11.3 Q3 October - December
12. **Hall:** (7 min)
 - 12.1 To receive and note Surlingham Village Hall's valuation report.
 - 12.2 To discuss and consider Surlingham Primary School's request for landline installation in village hall.
 - 12.3 Condition of the hall.
13. **Planning:** (5 min)
 - 13.1 Applications:
 - 13.1.1. 2026/0962 1 The Green – Conversion of garage to create a Granny Annex and creation of a Boot & Dog room.
14. **Correspondence:** (5 min)
 - 14.1 Road Closures in Kirby Bedon.
 - 14.2 To consider Bramerton Parish Council's request regarding road closures.

15. To receive updates from individual Council Members (for information only). (1 min)
16. To receive any items for inclusion on the next agenda (for information only). (1 min)
17. To confirm date and time of the next meeting as Tuesday 14th July 2026 at 7.30pm in Surlingham Village Hall. (1 min).
18. **Resolution to exclude members of the public and press under the Public Bodies (admission to Meetings) Act 1960.**
 - 18.1 To discuss the Clerk's request for an increase in contracted hours, receive the Council's response and to approve the Clerk's appraisal from March 2025.