

Surlingham Parish Council

AGENDA



Date: Tuesday 14th July 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 Councillor Rogers signed Declaration of Interest. (1 min)
3. To receive and approve apologies for absence. (1 min)
4. To receive any declarations of interest from Members & consider requests for dispensation. (1 min)
5. To approve the minutes of the Parish Council meeting held on 9th June 2026. (3 min)
6. Matters arising from June meetings', including Clerk's report. (15 min)
7. **Reports from:** (20 min)
 - 7.1 County Councillor, Councillor Mason-Billig.
 - 7.2 District Councillor, Councillor Thomson.
 - 7.3 Rivers, Ponds, Cycle/Footpaths.
 - 7.3.1. To consider a parishioners request for the Parish Council to help maintain the permissive path on FP1.
 - 7.3.2. To discuss and consider replacement of gate and post on FP5.
 - 7.3.3. To approve the Footpath Audit Template.
 - 7.4 Councillor White – Play Area inspection.
 - 7.4.1. To receive the annual Play Area inspection report.
 - 7.5 Parish Clerk – Traffic and SAM2.
8. Adjournment for Public Participation (15 min).
9. **Finance:** (5 min)
 - 9.1 To receive the Bank reconciliation and Statement of Accounts as of 14th July 2026.
 - 9.2 To approve the HMRC increased mileage expense rate.
 - 9.3 To note any receipts and approve payments as per July's payment schedule.
10. **Play Area:** (5 min)
 - 10.1 To receive the Play Area Consultation results and consider next steps.
11. **Internal Control Checks 2025-2026:** (5 min)
 - 11.1 Q2 July – September – Councillor White to lead.
 - 11.2 Q3 October – December – Councillor Mummery to lead.
12. To discuss and consider creating a Village Hall Working Group. (10 min)
13. **Policies:** (10 min)
 - 13.1 Expenses.
 - 13.2 Training Development.
 - 13.3 Emergency Plan.
14. **Planning:** (20 min)
 - 14.1 **Applications:**
 - 14.1.1. 2026/1312 – The Grange, Surlingham – Proposed erection of 2 no. padel courts.
 - 14.1.2. 2026/0962 – 1 The Green – Conversion and extension of garage to create a granny annexe accommodation including new roof design – amended plan.
 - 14.1.3. 2026/1546 – Lilac Cottage – Proposed single storey side extension and raised chimney stack.

14.1.4. 2026/1654 – 5 The Street – Alterations to fenestration and new dormer window to front elevation.

14.1.5. 2026/1577 – Land to the East of New Road – Outline permission for the erection of three self-build dwellings with access and associated infrastructure, with all other matters reserved.

14.1.6. 2026/1580 – 61 The Steet – New 2 Storey rendered block & tile extension to rear of existing house.

14.2 Decisions:

14.2.1. 2026/0684 – Outbuilding West of 2 The Green - Details of conditions 4- surface water, 12- window details, 15- bat boxes, and the Statutory Biodiversity Net Gain condition of 2024/3066; Approved with Conditions by South Norfolk District Council

15. Correspondence: (5 min)

15.1 Proposed Data Centre at Harford.

15.2 Land off New Road, traffic management.

15.3 Footpath on Walnut Hill.

16. To receive updates from individual Council Members (for information only). (1 min)

17. To receive any items for inclusion on the next agenda (for information only). (1 min)

18. To confirm date and time of the next meeting as Tuesday 8th September 2026 at 7.30pm in Surlingham Village Hall. (1 min).

19. Resolution to exclude members of the public and press under the Public Bodies (admission to Meetings) Act 1960.

19.1 To discuss and approve the Clerk's revised contract, job description and her request for payment of additional hours worked between September 2025 – February 2026.