

Surlingham Parish Council

AGENDA



Date: Tuesday 13th October 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 approve the minutes of the Parish Council meeting held on 8th September 2026. (3 min)
5. Matters arising from September's meetings, including Clerk's report. (15 min)
6. **Reports from:** (20 min)
 - 6.1 County Councillor, Councillor Mason-Billig.
 - 6.2 District Councillor, Councillor Thomson.
 - 6.3 Rivers, Ponds, Cycle/Footpaths.
 - 6.3.1. To receive an update in maintaining FP1.
 - 6.3.2. To receive an update on the dredging of Surlingham Staithe.
 - 6.3.3. To consider and approve replacement finger post on FP5 quote.
 - 6.4 Councillor White – Play Area inspection.
 - 6.5 Parish Clerk – Traffic and SAM2.
 - 6.5.1. To authorise SAM2 assessment and repairs quote.
7. Adjournment for Public Participation (15 min).
8. **Finance:** (10 min)
 - 8.1 To receive the Bank reconciliation and Statement of Accounts as of 13th October 2026.
 - 8.2 To acknowledge the completion of PKF Littlejohn's External Audit on AGAR 2025/26.
 - 8.3 To note any receipts and approve payments as per October's payment schedule.
9. **Internal Control Checks:** (7 min)
 - 9.1 **2025-2026:**
 - 9.1.1. Q2 July – September: Councillor White to lead.
 - 9.1.2. Q3 October – December: Councillor Mummery to lead.
 - 9.1.3. Q4 January – March: Councillor Swinborne to lead.
 - 9.2 **2026-2027:**
 - 9.2.1. Q1 April – June: Councillor Rogers.
10. **Hall:** (10 min)
 - 10.1 To discuss and consider repainting the kitchen.
 - 10.2 To discuss and consider Fire Alarm system quotes and possible grant funding.
11. **Policies:** (10 min)
 - 11.1 Press and Media.
 - 11.2 Action Plan.
12. To consider and discuss South Norfolk 's Public Spaces Protection Order (PSPO) Vehicle-related anti-social behaviour possible three-year extension. (4 min)
13. **Planning:** None at time of publication.
14. **Correspondence:** (10 min)
 - 14.1 Grit bin on Ferry Road.
 - 14.2 Parking on Walnut Hill verges at peak school times.

14.3 Footpath audit.

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 10th November 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 and approve Clerks pay grade in line with Society of Local Council Clerks guidance.