Surlingham Parish Council
AGENDA

Date: Tuesday 10th November 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 consider the co-option of a new councillor to fill a vacancy. (5 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 13th October 2026. (3 min)
6. Matters arising from October's 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. Footpath 1 update.
     - 7.3.2. Surlingham Staithe dredging update.
   - 7.4 Councillor White – Play Area inspection.
   - 7.5 Parish Clerk – Traffic and SAM2.
8. Adjournment for Public Participation (15 min).
9. **Finance:** (15 min)
   - 9.1 To receive the Bank reconciliation and Statement of Accounts as of 10th November 2026.
   - 9.2 To note any receipts and approve payments as per November's payment schedule.
   - 9.3 To approve transferring £6,600 into the Hall Reserves account.
   - 9.4 To receive the draft budget for 2027/2028.
   - 9.5 To consider Norfolk County Council's Budget Consultation 2027/28.
10. **Internal Control Checks:** (7 min)
    - 10.1 **2025-2026**:
      - 10.1.1. Q2 July – September: Councillor White to lead.
      - 10.1.2. Q3 October – December: Councillor Mummery to lead.
      - 10.1.3. Q4 January – March: Councillor Swinborne to lead.
    - 10.2 **2026-2027:**
      - 10.2.1. Q2 July – September: Councillor Rogers.
11. **Play Area:** (10 min)
    - 11.1 To consider and award play area refurbishment contract.
    - 11.2 To consider Councillor Hampton's offer to create a play area sign.
12. **Policies:** (10 min)
    - 12.1 Risk Assessment and Management Policy.
    - 12.2 To approve and sign the updated Shared Clerk Training Agreement with Rockland St Mary with Hellington Parish Council.
13. **Planning:** (10 min)
    - 13.1 To consider Norfolk County Council revised Local List for Validation of Planning Applications Consultation.
    - 13.2 **Applications:**

13.2.1. 2026/2958 – Lesingham House – Fell Horse Chestnut and Oak Trees.

13.2.2. 2026/1312 – The Grange – Proposed erection of 2 no. padel courts – AMENDMENT.

13.3 **Decisions:**

13.3.1. 2026/2958 – Lesingham House – Fell Horse Chestnut and Oak Trees. South Norfolk District Council Approval with Conditions.

13.4 **Appeal:**

13.4.1. 2026/0520 – Surlingham Lodge – Change of use of two holiday lets units (C1) into one dwelling (C3) with associated alterations including porch, solar panels, cartlodge, curtilage subdivision and access/parking.

14. **Correspondence:** (5 min)

14.1 Absence of bus stops within the village.

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 8th December 2026 at 7.30pm in Surlingham Village Hall. (1 min).