

ALBURGH PARISH COUNCIL

Clerk: Dave Richardson, Quakers Rest, The Street, Alburgh, IP200DL

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Notice of Meeting

Councillors are hereby summoned and members of the public invited to attend the meeting of Alburgh Parish Council to be held in Alburgh Village Hall on Thursday 6th March 2025 at 7.30pm.

Meeting Agenda (published 28th Feb 2025)

1. **Welcome by the Chairman**
2. **To receive apologies from members unable to attend**
3. **To receive any declarations of interest from members on any item to be discussed at this meeting.**
4. **To approve and sign the minutes of the last Parish Council meeting held on 6th February 2025**
5. **Open forum for public participation (maximum 10 minutes): an opportunity to hear from members of the public.**
6. **Matters arising which are not on the agenda and any clerks actions not on agenda**
 - Charities commission website admin updated for parish Lands and Pagan Trust
 - CCLA change of correspondence & new bank details paperwork completed
 - 3 clerk induction training sessions attended with NPTS
 - Litter pick registered with keep Britain Tidy campaign and Big South Norfolk Litter Pick
 - Police quarterly report and County Councillor report uploaded to website
 - Liaison with Cllr Brown over benches and £300 funding confirmed
7. **To receive reports from District and County Councillors**
8. **Correspondence received:**
 - Email from David Buckton regarding another vehicle accident on the bend outside his property
 - Clerk from Wortwell regarding allotments
 - Mrs Watts – Puddle in the village hall car park
 - Devolution information from Cllr Stone
 - VE DAY information
 - Email from Parent of the school about parking

9. **Finance and RFO report:**

9.1 To approve payments:

PAY TYPE	PAYEE	Description	Actual Amount	VAT	HMRC PAYE
Online	Mrs Kim Croucher	Shed	£279.99	<i>£46.67</i>	
Online	Read Brothers	Petanque sleepers	£312	<i>£52</i>	
Online	Mr D Richardson	Clerks Salary	£231.82		£51.40
Online	Mrs J Loveday	Clerks Salary	Tbc		
			£ 823.81		£875.21

9.2 Receipts

Date	Account	Received From	Amount

9.3 To receive the Responsible Finance Officer's Report:

(See spreadsheet in finance folder for details)

Barclays Business account			
Balance Brought Forward	£7,280.51		
Receipts this month	£0.00		
Payments this month (9.1 as above)		£875.21	
Balance Carried forward			£6,405.30
Alburgh Parish lands Account (Coop)			
Balance Brought Forward	£1,555.61		
Receipts this month	£0.00		

Payments this month		£0.00	
Balance Carried forward			£1,555.61
Pagan Trust (Coop)			
Balance Brought Forward	£4,472.48 (Cheque to bank)		
Receipts this month	£0.00		
Payments this month		£0.00	
Balance Carried forward			£4,472.48

10. **To approve items to be included on the CIL report return 24/25 (minus any VAT)**

March 24

Travis Perkins – Timber for repairs to play equipment £94.83

Excite Solutions Ltd for hedge cutting of Allotments at Wortwell £288.00

July 24

Online Playgrounds £394.80 for Swing Seats

Bird Spikes £36.99

O J Fencing £510.00

September 24

Online Playgrounds parts for play equipment £66.20

October 24

Black Dog Signs Ltd, for Millennium Garden Signs £150.00

January 25

Homersfield repairs £70.44

11. **Review of Financial regulations and Financial Risk Assessment**

To approve the financial regulations and Financial RA circulated to all councillors.

12. **To receive inspection report on playing field and Homersfield picnic site including feedback on progress to the repairs to the playing field**

13. **Village Items**

- Update on speed camera battery replacement.
- Update on shed for gardeners
- To receive update on boules/pétanque pitch progress
- To receive an update on Village Gateway signs
- Damage fence update
- Village questionnaire update
- Litter Pick 22nd March organisation
- VE Day 80 Thursday 8th May <https://www.veday80.org.uk/>

14. **Other Parish Council Items**

- To discuss the Wortwell allotments
- To discuss the Parish Council involvement in jointly managing and funding the Party in the Park
- Discussion on change of name from Parish to “village” or “Community”
- Health & Safety and Risk Assessment review.
- To discuss the format of the Annual Parish meeting.
- To receive an update on Banking.
- To receive feedback on the meeting with highways representative.

15. **Planning**

14.1 To comment on and recommend for Approval/Refusal any current planning applications

ref 2024/3464 Proposal: Erection of new self-build dwelling and garage. Location: 23 The Street Alburgh Norfolk IP20 0DF

14.2 To receive an update on any previous planning applications:

None

16. To receive items for the next meeting, Thursday, 3rd April 2025

Signed: Dave Richardson, Clerk , 28th Feb