



Parish Council Meeting

I give notice of a meeting and summon members to attend. The meeting will be held at Strumpshaw Community Hall, Mill Road, Strumpshaw, NR13 4FS on Tuesday, 16 September 2025, at 7:30 pm. Members of the public and press are welcome to attend.

Signed: *Tanya Rowlandson*

Dated: 10 September 2025

Agenda

1. To consider apologies for absence
2. To receive declarations of interest for items on the agenda and to consider any requests for dispensations
3. To confirm the minutes of the meeting held on Wednesday, 27 August 2025
4. Matters arising
5. Public Open Forum (15 minutes) and to receive the updates from County Councillor Andrew Proctor and District Councillors Jan Davis and Eleanor Laming
6. To review the advantages of participating in the Tree Council's Tree Warden Scheme and consider promoting the opportunity for a local volunteer to represent Strumpshaw, Buckenham, and Haddingham (John Fleetwood, Broadland Tree Warden Co-ordinator)
7. To confirm annual grant payments to Strumpshaw PCC and BADCOG
8. To receive the Community Hall Committee (CHC) operational update and consider any action (Sarah Cartwright, CHC Chair)
9. Buckenham Woods
 - 9.1. To receive the Buckenham Ancient Woodland Trust (BAWT) update and consider any action (Michael Green)
 - 9.2. To receive the Buckenham Wood (SPC owned) update and consider the quotation for a management plan (Bob Morgan)
10. To consider back up arrangements for the Speed Awareness Message Sign (SAM2)
11. To receive the Neighbourhood Plan Steering Group update and consider any action (Will Faulkner)
12. To receive an update on Brundall Mens Shed projects and consider any action (Ellie Buckton)
13. To consider applying for a Ministry of Defence Employer Recognition Scheme Bronze Award (Armed Forces Covenant) (Russ Blake)
14. To receive an update on the Community Emergency Plan and consider any action (Ellie Buckton/Clerk)
15. To consider revised planning application 2025/2071, Land Adj 3 Pack Lane Strumpshaw
16. To consider revising allotment rules and any action
17. To consider adoption of policies:
 - 17.1. IT Policy
 - 17.2. Expenses Policy (SPC)
18. To consider appointment of Internal Auditor for 2025/26
19. To note Local Government Services Pay Agreement 2025
20. Finance
 - 20.1. To confirm the closure of the Parish Council's bank accounts held with Santander and use the current account switching service offered by Unity Trust Bank
 - 20.2. Review of payments and income against budget and to approve payments and note income received
 - 20.3. To check bank reconciliation reports against bank statements
 - 20.4. To check the reserves
21. To consider a response for the Local Plan for the Broads consultation
22. Clerk update and correspondence received
23. To consider and to confirm the date of the next meeting, Tuesday, 18 November 2025, at 7:30pm