



## 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, 17 March 2026, at 7:30 pm. Members of the public and press are welcome to attend.

Signed: *Tanya Rowlandson*

Dated: 11 March 2026

## 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 Tuesday, 20 January 2026
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 receive the Chair's update and consider any action (Ellie Buckton)
7. 7.1. To receive the Community Hall Committee (CHC) operational update and consider any action (Sarah Cartwright, CHC Chair)  
7.2. To consider the Plug in Norfolk report and any action (Lynda Hunt)
8. To receive the Speed Awareness Message Sign (SAM2) update and consider any action (Bob Hunt)
9. Buckenham Wood
  - 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 any action (Bob Morgan)
  - 9.3. To consider and adopt the Terms of Reference for the Buckenham Wood Working Group and any other action (Clerk)
10. To receive the Neighbourhood Plan Steering Group update and consider any action (Clerk)
11. To receive the Community Emergency Plan update and consider any action (Bob Hunt)
12. To consider arrangements for Annual Parish Meeting, Tuesday 21 April 2026, 6:30pm (Ellie Buckton)
13. To consider participation in the Broadland Big Litter Pick (Ellie Buckton)
14. Annual Policy Reviews Clerk):
  - 14.1 Data Protection Policy
  - 14.2 Health and Safety Policy
15. Finance
  - 15.1. Review of payments and income against budget and to approve payments and note income received
  - 15.2. To check bank reconciliation reports against bank statements
  - 15.3. To check the reserves
16. Clerk update and correspondence received
  - 16.1 Parish Partnership Scheme 2026/27 - Village Gateways
  - 16.2. Other correspondence
17. To consider and to confirm the date of the next meeting, Tuesday, 19 May 2026 at 7:30pm
18. To consider a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public for the next item, as it involves confidential staffing matters
19. To review the Clerk's annual appraisal and consider any recommendations