

## **FRANSHAM PARISH COUNCIL**

**The Annual Meeting of the Parish Council will be held on Tuesday 20<sup>th</sup> May 2025,  
following the Annual Parish Meeting which commences at 7.00pm,  
in the Village Hall.**

**Fransham Parish Council welcomes the public and press to its meetings.  
You may address the Council during the public participation session  
but standing orders do not allow participation in the debates.**

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### **AGENDA**

1. Election of Chairman and signing of the Declaration of Acceptance of Office form.
2. Election of Vice Chairman and signing of the Declaration of Acceptance of Office form.
3. Welcome and apologies for absence (apologies received from Cllr Emma Spratt).
4. To receive any declarations of interest.
5. To approve the minutes of the meeting held on Tuesday 18<sup>th</sup> March 2025 and the extraordinary meeting held on Tuesday 22<sup>nd</sup> April 2025.
6. To note the one council vacancy and consider the co-option of a new member.
7. To receive County/District Councillor reports.
8. Open Forum for Public Participation.
9. Highway Matters.
  - a) To receive updates in respect of issues previously reported.
    - A47 South Streetlights – many now out and reported to National Highways again.
    - New Gate on Footpath 6 (Station Road) – Norfolk County Council sending an ‘unauthorised structure’ letter to landowner and the gate should be removed.
    - Crown Lane/Goggles Lane/Bradenham Road – the worst potholes have been repaired but there is much roadside degradation – reported again but no action will be taken as it does not meet criteria.
    - Footpath behind layby on A47 – mud encroaching and reported to National Highways.
    - Flooding on Dereham Lane – reported to Highways and will be resolved.
  - b) To receive an update regarding activities in the Canary & Linnet car park and reported to the Police and National Highways.
  - c) To receive an update on requests to National Highways for a pedestrian crossing and an extension of the pavement from Spicer’s Corner.

10. Planning Matters.
  - a) New Applications.
    - To consider any other applications received after the publication of the agenda (<http://planning.breckland.gov.uk/OcellaWeb/planningSearch>)
  - b) Decisions Due.
    - 3PL/2022/0957/F – land at Grovewood House, Station Road - conversion of existing barn to holiday let - Amendment: Red line amended to incorporate new access point – DECISION PENDING.
11. To receive an update regarding proposed solar farms, a report regarding the George Freeman, MP, solar farm group and also to reconsider approval of a mitigation report for High Grove and any response to the consultation.
12. To receive a report and to consider any issues arising from the regular inspections of council assets.
13. To receive an update regarding installing a second defibrillator in the Village.
14. To consider any action to improve the appearance of the village.
15. To receive a report regarding Community Resilience – Emergency and Civil Contingencies.
16. Finance & Governance Matters.
  - a) To receive a financial report for the years ending 31<sup>st</sup> March 2025 and 2026.
  - b) To approve the final draft of the Annual Report for the year ending 31<sup>st</sup> March 2025.
  - c) To appoint a new bank signatory.
  - d) To receive an update regarding the Council insurance renewal.
  - e) To receive the internal auditors report and consider any recommendations.
  - f) To approve the annual governance statement in the 2024-25 Annual Return.
  - g) To approve the Statement of Accounts in the 2024-25 Annual Return.
  - h) To approve the certification of exemption from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015.
  - i) To consider approval of the following payments and note any receipts.
 

<u>PAYMENTS</u>		
P3	Clerk Salary & Office All (April) (includes incremental salary increase)	£tbc (SO)
P3	HMRC – PAYE	£tbc
P2	Bus Shelter & Sign Cleaning	£150.00*
P5	Clerk Salary & Office All (May)	£tbc (SO)
P5	HMRC – PAYE	£tbc
P4	Internal Auditor	£40.00
*, (SO) or (DD) indicates payment has been made.		
<u>RECEIPTS</u>		
	Bank Interest	£30.83
R1	Precept	£3,000.00

17. Correspondence for circulation.  
*(correspondence received after the agenda has been published will be circulated at the meeting)*
18. To receive any new items for the next meeting.
19. To note the next meeting of Fransham Parish Council will be held on Tuesday 15<sup>th</sup> July 2025, at 7.00pm in the Village Hall.

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Sheryl Irving  
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Friday 9<sup>th</sup> May 2025