

FRANSHAM PARISH COUNCIL

The Annual Meeting of the Parish Council will be held on Thursday 2nd May 2024,
following the Annual Parish Meeting which commences at 6.30pm,
in Great Fransham Church.

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.

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.
4. To receive any declarations of interest.
5. To approve the minutes of the meeting held on Tuesday 19th March 2024.
6. To receive County/District Councillor reports.
7. Open Forum for Public Participation.
8. Highway Matters.
 - a) To receive updates in respect of issues previously reported:
 - Four dropped manhole covers on A47 – reported to National Highways but no action taken.
 - A47 Streetlight – fitted incorrectly or insecure – reported to National Highways but no action taken. Cllr Taylor will produce a map detailing all the current faults in the lights.
 - New Gate on Footpath 6 (Station Road) – Norfolk County Council sending an ‘unauthorised structure’ letter to landowner.
 - Dirty Pavements on A47 – reported to National Highways again.
 - Stile on FP4 – broken step reported to Highways.
 - Flooding on Station Road – between no’s 3 and 7 – blocked drains reported to Highways and will be resolved.
 - Damage to Verge on Station Road at s-bend – Highways has programmed repair works.
 - b) To receive an update regarding repair works to the trod.
 - c) To receive an update on requests to National Highways for a pedestrian crossing and an extension of the pavement from Spicer’s Corner.
 - d) To receive an update regarding the installation of a litter bin in the A47 layby.
 - e) To receive an update regarding the request for highway SLOW’s.
 - f) To consider if any action can be taken to stop parking on Station Road at the junction with the A47.

9. Planning Issues.
 - 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.
 - Town and Country Planning Act 1990 - Appeal under Section 78 - Proposed Barn at Station Road - Erection of 1no. rural workers dwelling - Application reference: 3PL/2023/0320/F.
 - 3PL/2024/0148/HOU – 27 Glebe Close - proposed Single Storey Extension to Rear – APPROVED.
 - 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.
 - 3PL/2023/0819/F – Home Farm, Beeston Road – change of use of farm buildings to storage use (Use Class B8)
 - c) To receive an update re the Breckland Local Plan and consider any action.
10. To receive an update in respect of the Vattenfall Community Fund, the Offshore Transmission Network and other matters relating to the infrastructure at Necton.
11. To receive an update regarding the Village Sign and to consider other issues arising from the regular inspections of council assets.
12. To consider any maintenance for the War Memorial.
13. Finance & Governance Matters.
 - a) To receive a financial report for the year ending 31st March 2025.
 - b) To consider the final reminder for uncontested election charge - May 2023.
 - c) To receive a report regarding the Council insurance renewal.
 - d) To receive the internal auditors report and consider any recommendations.
 - e) To approve the annual governance statement in the 2023-24 Annual Return.
 - f) To approve the Statement of Accounts in the 2023-24 Annual Return.
 - g) To approve the certification of exemption from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015.
 - h) To consider approval of the draft Annual Report for the year ending 31st March 2024.
 - i) To consider approval of the draft Action Plan for the year ending 31st March 2025.
 - j) To consider approval of revised Standing Orders.
 - k) To consider approval of the following payments and note any receipts.

PAYMENTS

P2 Clerk Salary & All (Apr) (including annual incremental salary increase)	£tbc (SO)
P2 HMRC – PAYE	£tbc
P6 Clerk Salary & All (May)	£tbc (SO)
P6 HMRC – PAYE	£tbc
P1 NALC Annual Membership	£133.67
P Village Hall Hire	£tbc

P3 Internal Auditor	£35.00
P4 Bus Shelter – Quarterly Clean	£100.00
P5 Orchard Trees (grant funded)	£463.00

**, (SO) or (DD) indicates payment has been made.*

RECEIPTS

R1 Precept 2024/25 (1 of 2)	£2,875.00
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14. Correspondence for circulation.
(correspondence received after the agenda has been published will be circulated at the meeting)
 - Thank you letter from Dereham Cancer Care
15. To receive any new items for the next meeting.
16. To note the next meeting of Fransham Parish Council will be held on Tuesday 16th July 2024, at 7.00pm in the Village Hall.

Sheryl Irving
Clerk to the Council
franshamparishcouncil@gmail.com
Wednesday 24th April 2024