

Flitcham cum Appleton Parish Council

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Chairperson: Richard Gray Clerk: Gill Welham

SUMMONS TO ATTEND MEETING OF FLITCHAM PARISH COUNCIL. MEMBERS OF THE PUBLIC ARE WELCOME.

23 December 2025

Notice is given that a meeting of Flitcham Parish Council will be held on

Monday 5th January 2026

7.30pm at the Community Centre.

Yours faithfully

Clerk

AGENDA

1. **Welcome from Chairman**
2. **To receive and consider apologies for absence**
3. **To receive Declarations of Interest**
Council Members must declare any personal interests in any item on the Agenda and state whether they are also prejudiced. In the case of a personal interest the Member may speak and vote on the matter. In the case of prejudicial interest the Member must withdraw from the room while the matter is discussed.
4. **To approve and sign minutes of the Parish Council Meeting held on 3rd November, 2025**
5. **Matters arising from the minutes**
03.11.06 – ROI from DM-D received but requires further information before forwarding to BC. Signed Code of Conduct awaited
03.11.08a – Donation to be raised for St Mary's church
03.11.08c – Confirm/publish dates for 2026 meetings – *completed (? Community centre booked)*
03.11.08d – To adopt IT policy
03.11.13 – Cutting War Memorial Hedge for 2026 to be arranged with Lee Abel
03.11.14 – arrange email for new councillor DM-D - *completed*
03.11.15 – write to BC re fertiliser lagoon - *concluded*
03.11.17 – Amend Standing Orders – *amended and re-posted on website.*
6. **Public Question Time (approx. 7.45pm)**
Members of the public are welcome and encouraged to listen to the Parish Council proceedings but are not permitted to address the Meeting except at the designated public question time. If any personal matters are to be discussed, the Parish Council has the right to exclude the public but must give notice of this fact.
7. **Reports from NCC, BCKL&WN and Parish Councillors.**
8. **Income & Expenditure / Financial matters**
~ Approval of invoices/cheques for payment
~ Review/finalise budget for 2026/27
~ Agree/set Precept
~ To Adopt the Parish Council IT Policy
~ To Review Clerks Salary scale
~ Exchange Memory Stick – RG
9. **To review Playground/Defibrillator monthly Inspections Report**
10. **To review areas of responsibility in light of TA resignation: Playground checks, Playground Maintenance, Publishing PC info on Notice Board, Newsletter, etc.**
11. **To discuss new Councillor training**
12. **To discuss representation at Sandringham Concerts meeting in January**
13. **To finalise decision re adopting the village red telephone kiosk**
14. **To review outcome of updating the Emergency Plan (b/f November meeting)**
15. **To discuss Flitcham News Social Media**

- 16 To discuss the possibilities of raising funds for the PC**
- 17 To receive an update regarding schools involvement with the PC – DH**
- 18 To review PC Donations under Section: 137**
- 19 To receive an update re Football Pitch usage and Dog signage**
- 20 To Agree clear objectives and priorities for 2026**
- 21 To discuss Permissive Pathways**
- 22 Correspondence**
 - Email ~ BCKL&WN re Planning Application for Flitcham House, wall
 - Email ~ BCKL&WN re Planning Application for Flitcham House, removal of trees
 - Email ~ BCKL&WN re 3G football pitch location
 - Email ~ BCKL&WN re Parish Precept
 - Email ~ Sandringham Estate re January meeting
 - Email ~ Norfolk CC Highways re completion of Hillington Road pathway
 - Email ~ Norfolk Highways re road closure at Houghton
 - Email ~ from Norfolk CC re Government Consultation of Local Government reform.
- 23 Business extra to the agenda (for discussion only, no decisions can be taken)**
- 24 Date of next meeting: Monday 2nd March, 2026 at 7:30pm (tbc)**

Close of meeting