

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.

22 October 2025

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

Monday 3rd November 2025

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 1st September, 2025**
- 5. Matters arising from the minute**
01.09.06 – Documents to be completed by RGlazebrook following his co-option.
01.09.11 – Emergency Plan – progress following article in Newsletter.
01.09.12 – Change of PC email addresses – update.
01.09.13 – Community Engagement – update
01.09.05 – Cost for cutting War Memorial Hedge
- 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
~ Annual Review of donation to St Mary's church
~ Annual Review of donation to Royal British Legion for poppy wreath
~ Agree dates of meetings 2026
~ To Discuss/Adopt the Parish Council IT Policy
~ To agree Clerk salary increase in line with Local Government Pay Agreement
~ Exchange Memory Stick – RG (+TA from previous date)
- 9. To review Playground/Defibrillator monthly Inspections Report**
- 10. To review outcome of adopting the village red telephone kiosk**
- 11. To review outcome of updating the Emergency Plan**
- 12. To review the outcome of discussions with regard to engaging with the Community**
- 13. To discuss/agree Contract for periodic cutting of War Memorial Hedge**
- 14. To discuss difficulties encountered by use of new .gov email addresses**
- 15. To discuss/review planning application for fertiliser pit at Icknield Way**
- 16. Correspondence**
Email ~ BCKL&WN re CIL funding
Email ~ Norfolk Highways re road closure at Houghton
Email ~ Norfolk Police re Police Neighbourhood meeting

Email ~ PFR re flood risk engagement pack and questionnaire
Email ~ Richard Allen re Sports facilities and playing pitches

- 17 Business extra to the agenda (for discussion only, no decisions can be taken)**
- 18 Date of next meeting: Monday 5th January 2026 at 7:30pm (tbc)**

Close of meeting