FLEGGBURGH PARISH COUNCIL

Serving Burgh St Margaret, Billockby and Clippesby

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Chair: Cllr Terry Gammans, Vice Chair: Cllr Christine Merritt, Parish Clerk: Mr Paul Johnson

To All Councillors: You are hereby summoned to attend a meeting of Fleggburgh Parish Council on **Wednesday 11 November 2026, 7pm at Fleggburgh Church** for the purpose of transacting the following business as detailed in the agenda below. Members of the press and public are invited to attend. Please note printed meeting papers are not available at this meeting.

AGENDA FOR 11TH NOVEMBER 2026

A supporting information - see link on FPC website 'Agendas and Minutes'

Signed *Paul Johnson* Paul Johnson 6 November 2026

1. **To consider:**

   a) **Apologies for absence**
   b) **The co-option of a new Councillor**

2. **Declaration of interest for items on the agenda and applications for dispensation.**

   See Note to Councillors. **A**

3. **To approve the minutes of the two meetings held on 9 September 2026 (A) and on 9 October 2026 (A) and authorise the Chair to sign to evidence approval.** Note: original draft minutes of 9 October amended following further input.

4. **Public Participation**

   a) Public Participation Time shall not exceed 15 minutes and no one person shall speak for more than 3 minutes in both cases unless directed otherwise by the Chair. Please note this is a meeting in public and is open to public and press. It is not a public meeting.

   b) County / Borough Councillors & Police.

5. **Finance**

   a) To authorise the following transactions: **A**

Maple Tree Services Ltd – cemetery maintenance 27 October 2026	£2100.00
Parish Clerk Working from Home Allowance October and November 2026	£52.00
Parish Clerk Salary payable 30 November 2026**	£1235.81
Payne's Horticultural Services - additional contract costs re FP16 7 October 2026	£135.00
Payne's Horticultural Services – footpaths maintenance 2nd payment 1 October 2026	£1622.00
Fleggburgh Church Donation – meetings held in November and October 2026	£50.00
Paul May – St Peter's Church maintenance October 2026	£950.00
Invoice to NCC - Service Delegation Agreement 4 November 2026	£1149.65
Receipt from GYBC – Precept 2nd Instalment 4 October 2026	£12550.00

   ***HMRC PAYE and NIC will reduce amount payable to Clerk.*

   b) To note and approve the Financial Summary for the 7 months ended 5 November 2026; Bank Reconciliation at 5 November 2026. **A**

6. Planning Applications

Councillors to note the two applications commented on by FPC between meetings.

Application between meetings:

a) Beech House, Main Road, Fleggburgh NR29 3BA – change of use of agricultural land to garden land for Beech House for siting of 10 PV panels. **FPC did not support.**

b) 26, The Village, Fleggburgh NR29 3DL – single storey flat roof extension. **FPC supported.**

7. Fleggburgh Village Hall Car Park

Update from Cllrs Osborne and Manning.

8. Highways Issues Verbal Update

a) Corner Town Road/A1064 parking
b) Corner of Town Road/A1064 surface water flooding
c) A1064 opposite Rye Gardens surface water flooding

9. To review the following policies and to confirm that they remain appropriate (these policy documents can be found on the FPC website under 'Council Documents'):

a) General Reserves Policy
b) Grant Award Policy
c) Grant Application Form
d) Code of Conduct
e) Co-option Policy
f) Planning Policy
g) Expenses Policy
h) Social Media Policy
i) FPC Publication Scheme
j) Health and Safety Policy

10. Litter Collectors and Bus Shelter Cleaning

FPC to consider whether it should formally ask for volunteers who can help with these tasks. All materials supplied by FPC.

11. FPC/NCC Partnership Schemes

FPC to consider three projects. **A**

12. To consider opportunities for funding and projects that can be delivered in 2027.

FPC to consider and to resolve, if thought fit, that the Parish Clerk investigates initiatives on behalf of FPC.

13. Billockby and Burgh Lands Trust

To consider verbal updates from Cllr Gammans.

14. Next Meeting

20 January 2027 at 7pm – Fleggburgh Village Hall. Calendar of 2027 meetings is on the FPC website.

15. **To consider a resolution to exclude the Press and Public under the Public Bodies (Admission to Meetings) Act 1960 to discuss any confidential matters:**

FPC Standing Order 20(b) states:

Under the Public Bodies (Admission to Meetings) Act 1960, members of the press and public can be required to leave if the council decides that the item is of a confidential nature for one of the following four reasons:

i. engagement, terms of service, conduct and dismissal of employee
ii. terms of tenders and proposals and counter proposals in negation for contracts
iii. preparation of cases in legal proceedings
iv. the early stages of any dispute

It will be considered by Councillors at this meeting whether the press and public's exclusion from Agenda item 16 shall be by the following resolution which shall give the stated reasons for the press and public's exclusion:

'*In accordance with the Public Bodies (Admission to Meetings) Act 1960 it would be prejudicial to the Public Interest by reason of the confidential nature of the business to be transacted, the meeting resolves that the press and public will be excluded whilst Agenda item 16 is discussed'.*

16. **Confidential Matter**

At the time of preparing the agenda no items had been identified.

17. **Meeting Close**