

FLEGGBURGH PARISH COUNCIL

Serving Burgh St Margaret, Billockby and Clippesby

Tel: 07502 735991; Email: fleggburghpc@gmail.com

Chairman: Cllr Terry Gammans, Vice Chairman: Cllr David Flowerdew, Parish Clerk: Mr Paul Johnson

To All Councillors: You are hereby summoned to attend a meeting of Fleggburgh Parish Council on **Wednesday 11 March 2026, 2.30pm at Fleggburgh Village Hall** for the purpose of transacting the following business as detailed in the agenda below.

Members of the press and public are invited to attend.

Signed *Paul Johnson* Paul Johnson 5 March 2026

- 1. To consider apologies for absence**
- 2. Declaration of interest for items on the agenda and applications for dispensation**

Note to Councillors

You have a Disclosable Pecuniary Interest in a matter to be discussed if it relates to something on your Register of Interests form. You must declare the interest and leave the room while the matter is dealt with.

You have a Personal Interest in a matter to be discussed if it affects:

- your well-being or financial position
- that of your family or close friends
- that of a club or society in which you have a management role
- that of another public body of which you are a member to a greater extent than others in your ward.

You must declare a Personal Interest but can speak and vote on the matter. Whenever you declare an interest you must say why the interest arises, so that it can be included in the minutes.

- 3. To approve the minutes of the meeting held on 14 January 2026 and authorise the Chair to sign to evidence approval.**
- 4. Public Participation**
 - a) Please note this is a meeting in public and is open to public and press. It is not a public meeting.
 - b) 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.
 - c) County / Borough Councillors & Police.
- 5. Projects in Progress – Updates**

There are a number of projects in progress detailed below. Updates are given on the FPC website (fleggburghparishcouncil.co.uk under the 'News' tab). Any material developments will be brought to attention of this meeting.

- a) Burgh St Margaret Closed Churchyard on Village Hall side of A1064.
- b) Bus shelter on Kings Arms north side of A1064 Main Road, Fleggburgh.
- c) Funding applications and proposals.
- d) Neighbourhood Development Plan Review.
- e) Footpath extension and new bus shelter on Village Hall south side of A1064 discussions with NCC Highways regarding feasibility and design study.
- f) Gateway Signs: Rollesby Road, Burgh St Margaret and Main Road, Clippesby.
- g) Double yellow lines and bus cage at Town Road/Main Road scheduled for painting 6 March 2026.
- h) Registration of the land at Fleggburgh Village Hall and recreation ground.

- i) Electrical Safety drop-in sessions for PAT testing – next session Saturday 14 March at 9.30am.
- j) Road repairs identified at 14 January 2026 FPC meeting.
- k) FVH&PF existing car park resurfacing and new car park extension.
- l) New project: refurbishment of Village Sign outside Fleggburgh Village Hall.

6. Planning Updates

06/25/0455/TRE: Works to 4 trees on land off Tower Road, Fleggburgh NR29 3DW. This land is owned by Fleggburgh Parish Council. FPC is awaiting Discharge of Condition 5 from GYBC: **FPC is still waiting for GYBC to discharge this condition.**

7. Finance

a) To authorise the following payments:

Parish Clerk Working from Home Allowance February 2026 and March 2026	£52.00
Parish Clerk Salary payable 31 March 2026*	£597.98
Parish Clerk Salary payable 30 April 2026*	£597.98
Parish Clerk Printer Ink supplied	£13.00
Collective Community Planning Ltd Neighbourhood Plan Review:	
Invoice 0836 4 December 2025 inc VAT	£1,890
Invoice 0853 23 February 2026 inc VAT	£1,890
Reed Safe PAT testing 14 February 2026 invoice 4661 (2 drop-in sessions 14/2, 14/3)	£244.25
Fleggburgh Village Hall Room Hire (meetings) invoice 3 March 2026	£80.00

**Income Tax/PAYE to be calculated by HMRC when payroll processed, and resultant amount payable to HMRC will reduce amount payable to Clerk.*

- b) **To note and approve** the financial update for the 11 months ended 28 February 2026; bank reconciliation at 28 February 2026.
- c) **To discuss and approve** quotations for footpath maintenance, cemeteries grass cutting, internal audit.
- d) **To discuss quotations** for a new owned email address to replace fleggburghpc@gmail.com and a new website address to replace fleggburghparishcouncil.co.uk.
- e) **To note** the approval from GYBC for the Precept for 2026-27 £22,800 and Burial Grounds Work £2,300.

8. Dates for FPC meetings for 2026. All meetings commence at 2.30pm at Fleggburgh Village Hall

13 May 2026	9 September 2026
8 July 2026	11 November 2026

Annual Parish Meeting is on Wednesday 15 April 2026 at 6pm (please note this start time).

9. To receive reports from

- a) FPC's Village Hall Representative: **Cllr Merritt**
- b) FPC's Footpath Wardens: **Cllr Osborne**
- c) FPC's SAM (Speed Awareness Monitoring) Team: **Cllr Osborne**

10. Future Work Streams

- a) Code of Conduct
- b) Council Risk Assessment
- c) Data Protection Policy
- d) Email Privacy Notice
- e) Review of Documents Destruction and Retention Policy
- f) Review of Asset Register
- g) Review of FPC Grants Policy

11. Items for Next Agenda