

RYBURGH

Parish Council

AGENDA

14th October 2026

Parish Council Meeting

I hereby give notice of a Parish Council Meeting of the **Ryburgh Parish Council** and summons all members to attend. The meeting will be held on **Wednesday 14th October 2026** at 7pm at the Memorial Hall, Great Ryburgh.

P. Chapman

Phil Chapman (Parish Clerk/RFO)

In the interests of openness and transparency, councillors and members of the public are reminded that the law permits any person to film, record, photograph or use social media in order to report on the proceedings of a meeting of the Council. There will be an opportunity for public participation and District/County Council reports before the meeting formalities commence.

Public Participation.

To hear from members of the public. Limited to a maximum of **ten** minutes total and **two** minutes per speaker.

To receive Reports.

- a. Norfolk County Councillor (NCC). Cllr. Victoria Holliday.
- b. North Norfolk District Council (NNDC). Cllr. Mike Hankins.
- c. Norfolk Constabulary Representative.
- d. Crisp Maltings Representative.
- e. NCC Highways Representative.

THE FORMAL PARISH COUNCIL MEETING

AGENDA

PRELIMINARY BUSINESS

1. To note apologies for absence.
2. To receive declarations of interest for items on the agenda and to consider any requests for dispensations.
3. To consider and approve the minutes of the meeting held on Wednesday 9th September 2026.
4. To consider matters arising from previous minutes.
5. Correspondence.

To consider previous correspondence received on behalf of a parish resident concerning historic council tax liabilities and to consider any further action.

GOVERNANCE

6. Vacancies

To consider any actions necessary in relation to councillor vacancies.

7. Councillor and Clerk training

To consider and agree councillor and clerk training arrangements.

8. Council Assets

8.1. To consider and adopt the asset valuation policy.

8.2. To consider and adopt the updated asset register.

8.3. To consider maintenance scheme for village assets.

9. Scheme of Delegation

To consider and adopt scheme of delegation.

10. SAPPP Consultation

To consider the proposed SAPPP Proper Practices Codes and whether the Council wishes to submit a response before 31 October 2026.

11. Budget and Precept Planning 2027/28

Provisional outline consideration of the 2027/28 budget. To consider initial councillor project proposals and capital expenditure priorities for inclusion in the first draft 2027/28 Council budget.

PROJECT UPDATES.

12. Youth Club.

To receive an update.

13. Trod Path/Bridge Road Footpath

To receive an update, and to agree any further actions.

14. Parish Partnership Scheme

To consider the Parish Partnership Scheme, and application for funding. Specifically to consider proposals and costings for purchasing or grant-funding a mobile Vehicle Activated Sign (VAS) for Mill Road following the cessation of Community Speed Watch.

OTHER BUSINESS

15. Grass Cutting

To receive an update on grass cutting, village maintenance, additional works, contract/specification documentation and any outstanding issues, and agree any actions.

16. Planning.

16.1. To consider any new applications.

16.2. Update on current applications.

16.2.1. PF/26/1425, Orchard House Westwood Lane Great Ryburgh Fakenham Norfolk NR21 7AP. Conversion of outbuilding to provide home office and gym. **Approved**

17. Highways

17.1. To receive an update on the inspection findings of NCC Highways Engineer, including road markings, ironwork raising, surface dressing, and scheduled road closure timings.

17.2. To receive an update on reports submitted to Anglian Water concerning long-standing water mains leaks on Fakenham Road and Station Road.

17.3. To consider any other matters or actions in relation to highways.

18. Clerk's Report.

To receive a report on any items not on agenda and agree any actions.

FINANCE

19. Finance.

19.1. Finance Controls: To receive the bank reconciliation and financial report.

19.2. To note payments made since last meeting.

19.3. To note regular pre-approved payments.

19.3.1. N Power. Note payment and update on complaint.

19.4. To consider and approve any payment request received since preparation of the agenda.

19.5. To review and consider banking mandate arrangements.

20. To note any correspondence received.

21. To consider items for next agenda. Deferred Items (Fuel Allotments, Neighbourhood Plan) for next meeting.

OTHER

22. To resolve to exclude the press and public from the following item due to the confidential nature of the business to be transacted, pursuant to s.1(2) Public Bodies (Admission to Meetings) Act 1960.

22.1. Staffing matter.