Syderstone Parish Council

Parish Clerk: Sarah Harvey, BA Hons
Byanoak, Leicester Road, South Creake, Fakenham, Norfolk, NR21 9PW
Telephone: 01328 823391 Email: clerk@syderstone-pc.gov.uk
www.syderstonevillageandpc.info

2nd September, 2026

All members of the Council are hereby **summoned** to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder.

The Parish Council Meeting will be held on **Tuesday 8th September 2026** in the **Amy Robsart Hall** commencing at **7.30 pm** to transact the following business: -

AGENDA

1. Welcome from the Chair.
2. To receive, consider and accept apologies for absence.
3. To receive declarations of interest and requests for dispensations for disclosable pecuniary interests or other interests.

   Please indicate if there are any interest which should be declared. A declaration of an interest should include the nature of the interest (if not already declared on the Register of Interests) and the agenda item to which it relates. If a disclosable pecuniary interest is declared, the member should withdraw from the room whilst the matter is discussed.

4. To confirm the minutes of the meeting held on 23rd July 2026.
5. A resolution to adjourn the meeting for Parishioners Questions and Statements.

   Public Participation - to allow public participation (3 minutes allowed per speaker, up to a maximum of 15 minutes in total). This time can be extended at the discretion of the Chair of the meeting.

6. To consider the Clerks Report (Matters arising for information only).
7. To receive a report from County Councillor Peter Lawrence.
8. To receive a report from Borough Councillor Chris Morley.

9. **Planning:**

9.1 To consider plans at the time of publishing:
26/01376/F - Variation of Condition 2 of planning permission 25/00775/FM to revise the design to better suit the needs of the business

9.2 To consider plans since publication of agenda.

9.3 To consider outcomes of planning – approved/withdrawn by the Borough Council.
26/00931/F - HOUSEHOLDER: 2 storey rear extension and single storey side / rear extension to dwelling at 4 Manor Grange, The Street
Application Permitted: 24 July 2026, Delegated Decision

9.4 To consider the Local Plan 2026–2044 Scoping Consultation and agree whether the Parish Council wishes to submit a response.

10. **Finance:**

10.1 To note accounts for payment under the Late Payments Interest Act (1998).

10.2 To approve the accounts for payment in September (list at meeting).

10.3 To note the finance received during July and August 2026.

10.4 To approve the July and August 2026 financial statements.

10.5 To receive a report from the Internal Control Officer from 1st April to 30th June 2026.

11. **Governance**

11.1 To consider and approve the revised General Risk Assessment for September 2026, following the annual review undertaken by the Clerk.

11.2 To reaffirm the Council's adoption of the ICO Model Publication Scheme and to consider and approve the revised Guide to Information and Schedule of Charges following review by the Clerk.

12. **Parish Councillors Reports**

12.1 Village Speedwatch and relocating of SAM2 signs.
12.2 Attendance at the Priority Setting Meeting (formerly SNAP).
12.3 Playground Weekly Inspection Reports.
12.4 Monitoring of Street Lights and Fire Hydrant List.
12.5 NCF – Jack's Lane Wind Farm Community Fund Panel.
12.6 Defibrillator on wall of ARVH.
12.7 Amy Robsart Village Hall Committee.
12.8 To consider arrangements for Councillors to familiarise themselves with the responsibilities undertaken by other Councillors and whether deputy/back-up arrangements should be established for key duties.

13. **Updates and on-going items**

13.1 To receive an update regarding the public access defibrillator, consider the findings of the warranty inspection and approve the installation cost.
13.2 To receive updates regarding the proposed relocation of the SAM post sign from Tattersett Road and regarding the compatibility of the SAM2 and SAM3 solar panel assemblies following enquiries with Westcotec; and to consider any further action required.
13.3 To receive an update regarding the village sign at Norman Way and to approve any additional costs.
13.4 To receive an update regarding the replacement interpretation panel at Syderstone Common.
13.5 To receive an update on recent tree works and consider further works to the willow tree.
13.6 To consider a request for the use of the five-a-side pitch for walking football and determine the Council's response.
13.7 To consider the draft Parish Infrastructure Investment Plan (PIIP), agree any amendments and approve the Plan for adoption.
13.8 **Play Area Improvement Project:** To receive a brief update on the community consultation and note that the consultation findings and next stages of the project will be considered at the October meeting.
13.9 To agree a date for the community litter pick.

14 **Correspondence**

To note any general correspondence received:

14.1 Norfolk County Council, Invitation to Bid for Parish Partnership 2027/28.
14.2 Email from Visitor, Play Area.
14.3 BCKLWN, Community Projects Fund.
14.4 BCKLWN, Help shape the borough's next Local Plan.

15. A resolution to adjourn the meeting for Parishioners Questions and Statements (if required).
16. To receive items for next Agenda.
17. To note the date of the next Parish Council Meeting – Thursday 15th October

Meeting Dates for 2026

15th October
19th November
10th December