

ALBURGH PARISH COUNCIL

Clerk: Dave Richardson, Quakers Rest, The Street, Alburgh, IP200DL

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Notice of Annual Parish Council Meeting

Councillors are hereby summoned and members of the public invited to attend the Annual meeting of Alburgh Parish Council to be held in Alburgh Village Hall on Thursday 1st May 2025 at 7.30pm.

Annual Parish Council Meeting Agenda (published 25th April 2025)

1. **To elect the Chair person** – Chair to sign the declaration of acceptance of office
2. **To elect the Vice Chair Person** – Vice Chair to sign the declaration of acceptance of office
3. **Welcome from Chair and to receive apologies from members unable to attend**
4. **To receive updated Declarations of Interest forms from all members and any declarations on any item to be discussed at this meeting.**
5. **To approve and sign the minutes of the last Parish Council meeting held on 3rd April 2025**
6. **Open forum for public participation (maximum 10 minutes): an opportunity to hear from members of the public.**
7. **Matters arising which are not on the agenda and any clerks actions not on agenda**
8. **To receive reports from District and County Councillors**
9. **Correspondence received:**
10. **Finance and RFO report:**
 - **10.1 To Approve Payments**
 - **10.2 Receipts**
 - **10.3 To receive the Responsible Officers Report.**
 - **10.4 CIL return 2024/2025**
11. **To discuss insurance quotes and approve insurance renewal from June 1st**
12. **Approval/review of Council Policies and procedures**
13. **To receive inspection report on playing field and Homersfield picnic site including feedback on progress to the repairs to the playing field**
14. **Village Items**
 - VE Day 5th May
 - To receive update on boules/pétanque pitch progress
 - Re introduction of Film evenings
15. **Other Parish Council Items**
 - Public Spaces protection Order renewal (Dog Fouling)
 - Bin Stickers using Cllr Stone members allowance
 - Health & Safety and Risk Assessment review.
 - Parish Council run Village Lottery.
16. **Planning**
 - 16.1 **To Comment on and recommend for Approval/Refusal any Current planning applications**
 - **Planning application 2025/0670. Proposal:** New timber framed Garage / workshop **Location:** Springfield House The Street Alburgh Norfolk IP20 0DP **Applicant:** Mr Mark Newson
 - **2025/1200 Proposal:** Notification for Prior Approval for a proposed change of use and associated building works of agricultural barn to 1 dwelling (QA & QB) **Location:** Pied Bridge Farm Burntoak Lane Alburgh Norfolk IP20 0DT **Applicant:** Kelly and Andrew Denny
 - **2025/0840 Applicant:** Mr David Buckton **Location:** Hawthorn Farm Mill Road Alburgh Norfolk IP20 0DS **Proposal:** Installation of nine 450 kw solar panels on the south facing roof of the main house **Application Type:** Listed Building Consent
 - 16.2 **To receive an update on any previous planning applications:**

None at publication
17. **To receive items for the next meeting, Thursday, 5th June 2025**
 - Approve Audit forms

Signed: Dave Richardson, Clerk, 25th April