

Great Melton Parish Council

Meeting of the Parish Council Agenda (published 16 September 2025)

Date: Monday 22 September 2025

Time and place: 07:30 – 09:30 pm at the Village Hall, Hall Road, Great Melton NR9 3BJ

You are hereby summoned to attend the next meeting of the Parish Council

A Rose

- 1 To receive apologies for absence
- 2 To receive declarations of interest in items on the agenda and consider any requests for dispensations
- 3 Councillor vacancy
- 4 To approve the minutes of the meeting held on 12 May 2025
- 5 To report progress on actions from the last meeting not on this agenda (Clerk's Report)
- 6 Open forum for Public Participation: an opportunity to hear from members of the public
 - 6.1. To receive update from District and County Councillor Margaret Dewsbury
- 7 Finance
 - 7.1. To receive an update on the Council's finances up to 18 September 2025
 - 7.2. To acknowledge completion of the 2024/2025 audit and to review the legal obligations required by PKF Littlejohn External Auditors under Assertion 10
 - 7.3. To consider appointment of Robin Goreham as Internal Auditor for 2025/26
 - 7.4. To consider extra costs for Remembrance Sunday, noting the Council's decision to reuse last year's poppy wreath.
 - 7.5. To review the first draft of 2026/27 Budget
 - 7.6. To approve the list of payments
- 8 To adopt an IT Policy for compliance under Assertion 10
- 9 Planning
 - 9.1. To receive results of applications
2025/0915: School Cottage, Landlow Lane; raise of roof ridge by 300mm – **APPROVAL WITH CONDITIONS**

2022/1422: Church Farm, Market Lane; Conversion of existing barn complex to form 6 No. residential units – **APPROVAL WITH CONDITIONS**

9.2. To receive and agree comments on current applications

- 10 To receive an update from the Highways Working Group
- 11 To consider applying to the Parish Partnership Scheme for 2026/27
- 12 To receive a progress report from the Project Working Group regarding the pond and permissive access footpath initiatives.
- 13 To receive an update from Cllr Sears on the Village Hall Management Committee meetings
- 14 To consider supporting the Armed Forces by signing the Armed Forces Covenant
- 15 To receive updates from Councillors (for information only)
 - 15.1. Update on the Sheringham Shoal Extension and Dudgeon Extension Project
 - 15.2. Update on the NWL / A47 LLG Meeting
 - 15.3. Update on the World War 1 Roll Of Honour
 - 15.4. Update on the Town and Parish Council Forum held on 10 June and 8 July
 - 15.5. Brief updates from councillors (recent meetings attended) and any other business
- 16 To receive agenda items for the next meeting
- 17 To pass a resolution (under the Public Admission to Meetings Act 1960) to exclude members of the public and press for the following confidential items
 - 17.1. To review the rentals for Parish Council land
 - 17.2. To formally record the Clerk's resignation and discuss options for appointing a successor