

# Earsham Parish Council

Clerk: Mrs. Lynda Ling, 61 Jays Green, Harleston, Norfolk IP20 9HH  
Tel: 07810208755 email: earshampc@outlook.com

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## **Notice of Meeting**

### **To Members of the Public and Press,**

You are cordially invited to attend a meeting of Earsham Parish Council which will be held at Earsham Village Hall on Wednesday 27<sup>th</sup> September 2023 at 7.30pm to consider the business detailed below and there will be an opportunity for public participation after Agenda item 5 and 12

Signed: *Lynda Ling*  
Parish Clerk

Date: 20<sup>th</sup> September 2023

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## **AGENDA**

### **1. Welcome**

### **2. Apologies from members unable to attend**

### **3. Declarations of interest, in particular matters to be raised at this meeting**

- To note any declarations of members pecuniary and/or non-pecuniary/other interests pertaining to items on the following agenda
  - a) To consider any dispensation requests

### **4. Co-option of potential candidates**

- To consider co-opting candidates who have come forward in response to a casual vacancy on the council, and if appropriate, to appoint a councillor by co-option. If an appointment is made, the new councillor, if present, should then sign the Declaration of Acceptance of Office.

### **5. Resolution to approve the Minutes of previous meetings**

- Parish Council meeting held on Wednesday 2<sup>nd</sup> August 2023

**The meeting will be adjourned for public participation for items to be discussed on the Agenda only (maximum 10 minutes)**

### **6. Reports/Protocols/Consultations**

- Police, District and County Councillors
- Parish Councillors
- Clerks Report

### **7. Village Items – Update on all village items, including the WW1 Commemorative Plaque, Signpost, etc. plus**

- a) Report from the Speed Watch group
- b) Discussion on the purchase of a commemorative bench to mark King Charles III coronation
- c) Update on the installation of a light near the defibrillator
- d) Discussion on the purchase of a new noticeboard for the Village Hall
- e) Update on maintaining the defibrillator cabinet (this may include training and maintenance of) and recent issue with the cabinet door and security of the defib, charging the batteries for the SAM2 machines and moving the machines to different locations.
- f) Discussion on employing a self-employed handyman for jobs around the village.
- g) Discussion on Village Hall car park flooding and update on recent meeting with SNC's Andy Sexton regarding Pride in Place fund. To also discuss application for funding, any quotes received for remedial works received so far and any actions going forward.
- h) Parish Partnership Scheme - To discuss if the Parish Council wish to consider applying for funding from NCC for the delivery of highway improvements (deadline November meeting)

## **8. Planning Applications –**

Application Number: 2023/1877

Application Type: Householder Parish: Earsham

Location: 4 Dukesway, Earsham Norfolk NR35 2TR

Proposal: First floor rear extension

Decision: Approval with Conditions (Delegated)

Date of decision: 4 September 2023

## **9. Finance and Governance–**

- Approval of items of expenditure invoiced since the July 2023 meeting and note balances
- Half year finance report
- CPRE (Campaign to Protect Rural England) – agreement to continue subscribing to the countryside charity
- To note conclusion of external audit
- Agreement to purchase large letter stamps before the cost rises on October 2<sup>nd</sup> 2023
- Resolution to discuss and agree the following:-
  1. Public Participation Policy
  2. Safeguarding Policy
  3. Lone Working Policy
  4. Council Vacancy Policy
  5. Privacy Statement

## **10. Playing Field/Play Equipment/Bowls Club/Allotments**

- a) Update on the installation of the two new litter bins purchased last year (one for the layby and one for the Playing Field)
- b) Update on the burnt-out van near the Pavilion and agree any action required.
- c) Update on allotment payments and consideration of next steps to take as the three-month period for tidying up plots is coming to an end.

## **11. Significant Correspondence – Forwarded to Councillors**

## **12. Business for the next meeting**

**The meeting will be adjourned for public participation (maximum 10 minutes)**

## **13. Confirmation of the date of the next meeting – Wednesday 29<sup>th</sup> November 2023**