

FRAMINGHAM EARL PARISH COUNCIL

1 Meadow Cottages, Gull Lane, Framingham Earl, Norwich, NR14 7PN

Tel: 01508 493134 Email: framinghamearlpc@hotmail.co.uk

Clerk to the Council: Mrs Yvonne Wonnacott

Chair: Mr D Todd



NOTICE OF MEETING AND SUMMONS TO ATTEND

You are hereby summoned to attend the Annual Parish Council Meeting of Framingham Earl Parish Council at 7.00pm on Tuesday 6th May 2025, at The Methodist Church, Pigot Lane, NR14 7PX.

The business to be transacted is as follows:

1. To elect the Chair of the Parish Council

Chair to sign the Declaration of Acceptance of Office

2. To elect the Vice-Chair of the Parish Council

3. To receive any apologies for absence for approval

4. To receive declarations of interest

Members are invited to declare personal or pecuniary (prejudicial) interests in any items on the agenda. It is a requirement of the Parish Council (Code of Conduct) that declarations from a Member include the nature of the interest and whether it is pecuniary or an interest other than pecuniary. In the case of a pecuniary interest being declared and no dispensation being sought or approved, the member must disclose the interest and withdraw from the meeting when the item is discussed.

5. To approve a time limit for the meeting

6. To agree minutes of the Parish Council meeting held 4th March 2025

7. Matters arising from the minutes of the Parish Council meeting held 4th March 2025

Not covered by specific items on the agenda.

8. Adjournment for public participation

Resolution to suspend the meeting to invite members of the public to speak (15 minutes)

9. Annual reports

10. Finance matters

- a) Finance and Admin Report with financial summaries - for approval
- b) Financial statement as of 31st March 2025 – to be noted
- c) Annual internal audit report – to be noted
- d) AGAR – Section 1 – Annual Governance Statement 2024/25 – for approval and sign off by Chair and Clerk
- e) AGAR – Section 2 – Accounting Statements 2024/25 – for approval and sign off by Chair and Clerk
- f) Certificate of Exemption, AGAR 2024/25 Form 2 – for approval and sign off by Chair and Clerk
- g) Expenditure for approval/to be noted, as per Finance and Admin Report
- h) Insurance renewal – to be noted, existing Long-Term Agreement expires 1st June 2026
- i) Reserves: Policy and earmarked reserves – to review and agree
- j) Savings account – transfer of additional funds for consideration
- k) CIL (Community Infrastructure Levy) - update

11. Planning

- a) Applications received to date for consideration
- b) Decision notices received to date.

12. Summer Fair

Update.

13. Administrative Updates

- a) LGA Code of Conduct – agreement for all Councillors to adopt and adhere to
- b) Representatives and responsibilities – to be reviewed and agreed
- c) Delegation arrangements to Parish Clerk - to review and confirm
- d) General Power of Competence – to be noted
- e) Proposed Remembrance display – update
- f) Governance documents
 - i. Financial Regulations
 - ii. Standing Orders
 - iii. Biodiversity Policy
 - iv. Risk Management Scheme

14. Environmental matters

- a) Tree Wardens – update
- b) Footpath Warden – update
- c) The Dell – update, to include proposed future quarterly working parties
- d) Gull Lane – update with regards to repairs to entrance of footpath
- e) Roundabout – update, to include update on acquisition of planters
- f) Litter pick - update

15. Correspondence and consultations

- a) Age UK Norfolk
- b) Public Spaces Protection Order (Dog Fouling and Dog Control) Renewal Consultation

16. Date of next Parish Council meeting, (1st July 2025) and items to be considered for agenda

17. Chairman's urgent business

Dated: 22nd April 2025

Parish Clerk: Yvonne Wonnacott