



## Annual meeting of Newton Flotman Parish Council

I hereby give notice of a meeting of Newton Flotman Parish Council and summon members to attend.

The meeting will be held on **24 June 2025, Village Centre, Newton Flotman, 7:30pm**

**MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND**

María Hutson

17 June 2025

**Clerk to the Parish Council**

### Agenda

- 1) To consider accepting apologies for absence
- 2) To receive declarations of interest on items on the agenda and consider any requests for dispensations
- 3) To approve and confirm minutes of the last full council meeting on 20 May 2025
- 4) Matters arising from previous minutes
  - Public Participation – an opportunity for the public to ask questions or to make comment and for any District or County Councillor reports
- 5) To review any correspondence received (that is not already on the agenda) – **for information only**
- 6) Councillor updates (to hear reports from Councillors on any parish activity they have undertaken since the last meeting, and which is not on the agenda) – **for information only**
- 7) Regular Items – to receive any updates and to agree any necessary action in relation to:
  - a) Highway issues
  - b) Newton Flotman Village Centre & Alan King Playing Field including procedures for illegal use of the playing field
  - c) Church activities
  - d) Patient Participation Group
  - e) Youth Club
  - f) Neighbourhood Plan
  - g) Community Action Projects
- 8) To consider street lighting on new Alan Avenue development
- 9) To consider attending the Village fete on 24<sup>th</sup> August
- 10) Periodic items
  - a) To consider and review the following policies
    - (a) Risk Assessments
    - (b) Business Continuity plan
    - (c) Lone Worker Policy
    - (d) Grant Awarding Policy
    - (e) Co-option Policy
  - b) To consider renewing the domain name and transferring to Parish Online
  - c) To confirm the internal auditor for 2025/26
- 11) Finance
  - a) To note receipts and payments made since the last meeting
  - b) To agree invoices for payment
- 12) Planning
  - a) [2025/1694 | Conversion of garage to residential accommodation | 25 Joy Avenue Newton Flotman Norfolk NR15 1RD](#)
  - b) To consider any planning applications that may be received after the publication of the agenda.
  - c) To note any planning decisions made
- 13) To note the date of the next meeting Parish Council Meeting – Tuesday 15<sup>th</sup> July, Church Room, 7:30pm