

The next meeting of Brundall Parish Council will be held on Monday **28th April 2025** at 7pm in the **St Laurence Centre, Brundall**.
Members of Brundall Parish Council are summoned to attend.

Agenda

Housekeeping

1. **To consider apologies for absence**
2. **Declarations of interest on items on the Agenda**
3. **To confirm the Minutes of the Parish Council meetings held on 24th March 2025 and 10th April 2025**
4. **To report on actions arising from the Minutes not on the Agenda** (for information only):
 8. a) Maintenance Operative interview – date agreed
 10. a) Response to the connectivity consultation by Jerome Mayhew, MP
 10. b) Areas of land in Brundall owned by Broadland DC – ongoing
 13. Online GDPR training – still looking
5. **To consider a resolution to adjourn the Meeting for 15 minutes for public participation and County Councillor and District Councillors reports**
6. **Re-convene the meeting**
7. **Updates and Reports:**
 - a) Land Management Committee
 - b) Recreation and Wellbeing Committee, including:
 - i. Co-option of Gill Buckley on to the Brundall Village Park Group
 - ii. Request for £100 budget expenditure on supplies for the Orchid Day Event
 - c) Brundall Community Leisure Ltd
 - d) Road Safety group
 - e) Neighbourhood Plan, including:
 - i. Consideration of the Terms of Reference for the Steering Group
8. **Advisory and Scrutiny Committee**

To consider the following documents:

 - a) Brundall Village Park Terms of Reference
 - b) Complaints Policy
 - c) Financial Regulations
 - d) Financial Risk Assessment
 - e) Standing Orders
 - f) Review of the Effectiveness of the system of Internal Control
 - g) Review of Internal Control
 - h) Communications Group Terms of Reference

9. To consider planning application(s) received, including:

- a) 2025/09373 – Variation of condition 2 and 4 - (2) revised drawings (4) surfacing plan of original planning permission 2023/1258- Demolition of existing sales and forecourt on site. Erection of a new sales building, forecourt, including underground fuel tanks, pumps and canopy with provision of car parking and EVC bays with associated infrastructure and associated works (Revised) Date of decision: 29th January 2024 at Broadland Service Station, Yarmouth Road, Witton, NR13 5AR
- b) Amended application 2025/0243 - Single storey front extension, two storey side extension and single storey rear extension at The Granary Braydeston Blofield Norfolk NR13 5AP
- c) 2025/1063 - Approval of all reserved matters following outline permission 2023/3049 for 4 bedroom dwelling with 2 bay garage/cart lodge at Land Adjacent To 2 Strumpshaw Road, Brundall, Norfolk
- d) 2025/1128 - Erection of 4 no. dwellings with vehicular access and open space (re submission) at Land At Oakhill, Oakhill, Brundall, Norfolk

10. Finance, including:

- i. To consider a grant request for £300 from the Acle & Brundall Lions for support for their summer fete
- ii. To receive the bank reconciliations to 31st March 2025
- iii. To consider appointing Sonya Blythe as Internal Auditor for the 2024/25 financial year
- iv. To consider online payment access to the bank accounts for the Deputy Clerk, Clare Watkins
- v. To approve the signing of the Parish Partnership agreement for 2025/26 - £500 contribution towards a feasibility study for a second pedestrian crossing on The Street
- vi. To approve bills for payment for April 2025
- vii. To note payments made in March 2025

11. Parish Clerk's Correspondence

12. Items for next agenda (not for discussion)

13. Date(s) for the next Parish Council meeting:

19th May 2025 – Annual meeting of the Parish Council

Claudia Dickson Parish Clerk 22/4/25