

The next meeting of Brundall Parish Council will be held on **Monday 23rd March 2026** 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 meeting(s) held on 9th March 2026
4. To report on actions arising from the Minutes not on the Agenda (for information only):
Feb 8. a) Alternative sheds for the MO – information received
7. b) Amendment of the tender documents prior to publication – completed
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. To select the recipient of the John Evans Good Citizen Award 2026
8. Updates and Reports:
 - a) Land Management Committee
 - b) Recreation and Wellbeing Committee, including:
 - i. Approval of the amended Brundall Village Park S106 agreement
 - c) Brundall Community Leisure Ltd
 - d) Staffing Committee, including:
 - i. Making the role of the Maintenance Operative permanent
 - e) Road Safety group, including:
 - i. To received details of the results of the pedestrian crossing feasibility study
9. Advisory and Scrutiny Committee documents for consideration:
 - a) IT Policy - new
 - b) Website Accessibility Statement - updated
 - c) Freedom of Information Policy - updated
 - d) Data Protection Advice for Councillors form - new
 - e) Terms of Reference Environment Committee - revised
10. To consider planning application(s) received, including:
 - a) BA/2025/0408/FUL – proposed demolition of office/storage cabin and replace with holiday lodge in alternative location at Boatyard, Riverside Estate
 - b) 2026/0291 – proposed removal and relocation of Brundall Signal Box to County School Station (Mid-Norfolk Heritage Railway) at Brundall Station Signal Box, Station Road. Listed Building Consent. Amended application.
11. Finance, including:
 - i. To consider a CIL grant request of £36,000 from Brundall Scouts for upgrades to their Scout Hut with a recommendation from the Finance Group to give a grant of £5,000
 - ii. To receive an update from the Finance Group following the third quarter review.
 - iii. To approve bills for payment for March 2026

iv. To note payments made in February 2026

12. Parish Clerk's Correspondence, including:

- a) A letter from Caister Primary Federation regarding a merger with The Hive Federation

13. Items for next agenda (not for discussion)

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

20th April (Annual Parish Meeting) 27th April

Closed Session: This session is held with the public and press being excluded from the meeting in accordance with Section 1 of the Public Bodies (Admission to Meetings) Act 1960 for the following items of business on the grounds that they may involve the likely disclosure of confidential and exempt information

15. Update on confidential staffing matters, including:

- a) Staff appraisals
- b) Employment of the Maintenance Operative

Claudia Dickson

Parish Clerk 18/3/26