

The next meeting of Brundall Parish Council will be held on **Monday 22nd June 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 18th May 2026**
- 4. To report on actions arising from the Minutes not on the Agenda (for information only)**
 7. a) Replacement costs of the Sports Hub pitch carpet – £250-300k to uplift and replace at current costs
 7. a) check insurance cover is adequate – confirmed
 11. c) contact Highways regarding parking behind the bollards at the top of The Dales – waiting for a reply
- 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, including:
 - i. To approve a contractor to construct the pond at the Countryside Park
 - ii. To approve the cost of improvements to the Countryside Park car park
 - iii. To note an increase in allotment rents to £50 per full sized plot, pro rata for smaller plots
 - b) Recreation and Wellbeing Committee
 - c) Environment Committee, including:
 - i. Citizen Science – to consider organizing regular water sampling of the river Yare.
 - d) Road Safety group
- 8. Advisory & Scrutiny Committee documents**
 - a) Review of Internal Control
 - b) Effectiveness of Internal Control
 - c) Sickness and Absence policy
- 9. To consider planning application(s) received, including:**
 - a) 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, Brundall
 - b) 2026/1145 – Erection of 1no. Self Build Dwelling at Land South of Strumpshaw Road.
- 10. To review the Strategy Day Action Plan**
- 11. Finance, including:**
 - i. To note that the HMRC Approved Mileage Allowance Payment has increased by 10p to 55p per mile, backdated to 1 April 2026, and consider approving this as the applied mileage rate for the Council
 - ii. To ratify the commissioning of a preliminary ecology assessment at a cost of £1,785 and a topographical survey at a cost of £4,360 for Brundall Village Park
 - iii. To consider the final accounts for the year ending 31st March 2026 including additional accruals of £10,742.04 to Asset Management earmarked reserve and £787 to Road Safety earmarked reserve
 - iv. To receive and note the Internal Audit Report for 2025-26

- v. To receive the Annual Return Internal Audit Report 2025-26
- vi. To consider and approve the Governance Statement of the Annual Return 2025-26
- vii. To consider and approve the Accounting Statements of the Annual Return 2025-26
- viii. To consider adding a fourth bank signatory
- ix. To approve bills for payment for June 2026
- x. To note payments made in April and May 2026

12. Parish Clerk's Correspondence

13. Items for next agenda (not for discussion)

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

27th July

Claudia Dickson

Parish Clerk
17th June 2026