

Notice is hereby given that Councillors of Foulsham Parish Council are summoned to attend a meeting of the Parish Council to be held at The New Frost Hall on Wednesday 1 July 2026 at 7.30pm.

L. Bateman
Parish Clerk

Members of the public are welcome to attend this Parish Council meeting.
Please note that although the Parish Council does not officially record the meeting, recording of the meeting may take place as a right. If you intend to record the meeting, please advise the Clerk or Chair prior to the start of the meeting.

AGENDA

1. To receive and accept apologies for absence
2. To record Declarations of Interest and approve any requests for Dispensations
3. Public questions, comments or representations
4. To receive reports from the District Councillor and County Councillor
5. Approval of draft Minutes of the Parish Council Meeting held on 20 May 2026 –
APPENDIX A
6. Matters Arising from those minutes (to receive updates from the Clerk on matters arising that do not appear elsewhere on the agenda)
 - 6.1 To receive an update regarding installation and collection of refuse bin at the recreation ground by Broadland District Council.
7. Other matters:
 - 7.1 To discuss the pavilion and agree any next steps
 - 7.2 To agree the mock-ups of the village gates - **APPENDIX B**
 - 7.3 To receive an update on SAM2 data
 - 7.4 To agree a date for Councillor Induction Training
 - 7.5 To discuss next steps for installation of new bins at the recreation ground
 - 7.6 To discuss a review of the Parish Council website
 - 7.7 To consider Call for Sites for the Greater Norwich Local Plan - **APPENDIX C**
 - 7.8 To discuss the Council's approach to social media
8. Planning
 - 8.1 Applications for consideration:
 - i. Broadland District Council
Proposal (no comments needed – to note only): Certificate of lawful Development for the existing use of land and property known as The Smallholding to be used as a self contained residential dwelling
Location: The Smallholding Hindolveston Road Foulsham Norfolk
Application Type: Lawful Development - Existing Use / Development

- 8.2 Update on applications/decisions made:
None received

9. Finance and Governance Matters.

- 9.1 To formally note the start date of the new Clerk, handover from the old Clerk and agree banking permissions
- 9.2 To note receipt of login details for new email addresses for councillors and raise any issues
- 9.3 To consider adoption Annual Data Audit and Retention Schedule **APPENDIX D**
- 9.4 To consider adoption of Financial Risk Assessment **APPENDIX E**
- 9.5 To receive update from Internal Audit Report **APPENDIX F**
- 9.6 To note payments made/received and agree schedule of payments due **APPENDIX G**

10. Correspondence:
None received

11. Exclusion of Press and Public

- 11.1 *To consider passing a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude members of the press and public from the following items by reason of the confidential nature of the business to be transacted, including personal data and details relating to complainants.*
- 11.2 **Confidential Item:** To agree the Parish Council's response to a request from a resident regarding permitted access and issues raised by a member of the public **APPENDIX H/I**
- 11.3 **HR:** To agree the new Clerk's employment contract **APPENDIX J**

12. Matters for the next Agenda

Date of next Meeting – Wednesday 19 August 2026