

Marham Parish Council

I hereby give notice that the Annual meeting of the above-named Parish Council will be held on
Wednesday 10th September 2025 at 7.00pm in the Marham Village Hall.

All members of the Council are hereby summoned to attend for the purpose of considering and resolving the business to be transacted at the meeting as set out in the agenda.

The meeting may be recorded for the purpose of minute taking.

AGENDA

- 171/25 Meeting opening and to receive and approve apologies.
- 172/25 To receive Declarations of Interests for agenda items.
- 173/25 To hear from the public present (*max 3 mins per person and total 15mins at the chair's discretion*).
- 174/25 To received reports from County and Borough Council members.
- 175/25 To approve the [minutes](#) of the meeting held on 16th Jul 2025.
- 176/25 To approve the [minutes](#) of the HR and Fin Ctte meeting held on 4th Aug 25.
- 177/25 **Financial Matters:**
- a. To note/approve [payments](#).
 - b. To sign and approve Cllr's expenses.
 - c. To receive the bank [reconciliation](#) and internal monitoring of accounts report.
 - d. Tractor TPFT Insurance renewed (£12 less than last year)
 - e. To note the NJC pay award of 3.2% and its application to staff pay.
 - f. Streetlight Electricity – *invoicing restarted*.
 - g. Pavilion Electricity account – Meter registration issue resolved, and invoicing resumed accurately.
 - h. VH Solar Export application update – set up, awaiting arrears to be paid.
- 178/25 Annual Governance and Accountability Return (AGAR) – To note [conclusion of audit](#) with [no matters raised](#).
- 179/25 **Consideration of planning applications and decisions:**
- a. Applications:
 - i. [25/01287/F](#) | SELF BUILD-Full planning application for the change of use of a building to 1no. dwellinghouse, to include partial demolition and partial re-building. | Land and Building At E570302 N309367 Home Farm, The Street, Marham.
 - b. Late Planning applications will be considered.
 - c. Decisions: None at time of publication.
- 180/25 **Cemetery:** Updates: items b & c can commence as the Scribe cemetery mapping has been completed.
- a. Flowers trial.
 - b. Grave repairs.
 - c. Inspections.
- 181/25 **Traffic and Speed monitoring:** To receive and consider the report.
- 182/25 **AGAR Assertion 10** [Presentation](#) on the new requirements.

- 183/25 **IT Policy:** to adopt a new [IT Policy](#).
- 184/25 **Cllr Training** To receive updates and reports. To determine a time/date for a Cllr IT café to assist with [e-learning training hub](#) log in and use.
- 185/25 **Village Hall, Extension and Refurbishment:**
- a. To receive and update on the grant application, tender process and revised timeline.
- 186/25 **Grounds Maintenance:** To receive reports.
- a. To consider options for weed control around the pavilion.

Playing Field, Bowls Club and Pavilion:

- b. To receive an update on the Bowls Club lease (Awtg Bowls Club response)
 - c. To review mole control contract decision to ensure third party insurance cover of the selected contractor.
 - d. Septic tank – update – jetted, blockages cleared and tank emptied on 3 Sep.
- 187/25 **Public Footpaths Map:** To receive an update.
- 188/25 **PC Notice Boards:** To consider a [proposal](#) to replace the Perspex.
- 189/25 **Village Signs:** To receive a [proposal](#) to refurbish the sign at the east of the village.
- 190/25 **P&S:** To note the standing down of the Editor and temporary process in place for the next issue. To consider [options](#) for production, advertising management and editorial of the P&S in the future.
- 191/25 **Play Park:**
- a. To receive an update on the investigation into the roundabout fault.
 - b. To receive an [update](#) on play equipment post-inspection remedial work.
- 192/25 **Clerk's Report, Correspondence and Cllr reports:**
- a. Hillside TPO and tree pruning update.
 - b. New reports from Cllrs and future agenda items.
 - c. To note the next meeting date 15th Oct 25.
- 193/25 To resolve to move to exclude the public in accordance with the Public Bodies Admission to Meetings Act 1960 s.1(2) to hear a report relating to an accident and injury in the play park. (redacted report sent to Cllrs email with agenda pack).
- 194/25 To close the meeting.

Signed: *Mike Inder*
Proper Officer: Mr M G Inder

Dated: 3 Sep 2025