

Marham Parish Council

I hereby give notice that the Annual meeting of the above-named Parish Council will be held on
Wednesday 19th November 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

- 217/25 Meeting opening and to receive and approve apologies.
- 218/25 To receive Declarations of Interests for agenda items.
- 219/25 To hear from the public present (*max 3 mins per person and total 15mins at the chair's discretion*).
- 220/25 To received reports from County and Borough Council members.
- 221/25 To approve the [minutes](#) of the meeting held on 15th Oct 2025.
- 222/25 **Financial Matters:**
- a. To note/approve [payments](#).
 - b. To approve Cllr's expenses presented for agreed purchases. (fuel and play park spares)
 - c. To receive the bank [reconciliation](#) and internal monitoring of accounts report.
 - d. To notify the RFO and Finance Cttee of any future projects involving expenditure for budget consideration at the HR & Fin Cttee meeting on 26 Nov.
- 223/25 **Consideration of planning applications and decisions:**
- a. Applications:
 - i. 25/01603/F detached residential annexe and double garage to serve host dwelling at Russell House PE33 9JN. Support – delegated decision.
 - ii. 25/01556/F extension at G & B Superstore PE33 9PN. Support – delegated decision.
 - iii. [25/01622/FM](#) Erection of a Nitrate Treatment building, Anglian Water Services Pumping Station Hogs Drove. Comment to be considered.
 - b. Late Planning applications will be considered.
 - c. Decisions: **25/00860/O** | OUTLINE PLANNING PERMISSION WITH SOME MATTERS RESERVED FOR: Proposed residential development following demolition of existing workshop. The Old Gym The Street Marham King's Lynn Norfolk PE33 9JP – Permitted.
 - d. On-going applications update:
 - i. 25/00683/OM Land South of The Street Marham Norfolk (39 Houses) | Received: Thu 17 Apr 2025 | Validated: Thu 17 Apr 2025 | Status: Awaiting decision EOT to 20 Dec.
- 224/25 **Traffic and Speed monitoring:** To receive and consider the [report](#).
- 225/25 **Governance:** to review the following policies: Available to review in advance on the website.
- a. Standing Orders.
 - b. Financial Regulations.
 - c. Code of Conduct.
 - d. Transparency and FOI Publication Scheme
 - e. Data Protection and Privacy (GDPR).
 - f. Scheme of Delegation.
 - g. Press and Media.
 - h. Grants and Donations.

- 226/25 **Cllr Training** To receive updates and reports. To receive an update on progress with the [e-learning training hub](#) log in and use and to introduce the Council's training record to support AGAR Assertion 10.
- 227/25 **Village Hall, Extension and Refurbishment:**
- a. To receive and update.
- 228/25 **Grounds Maintenance:** To receive reports.
- a. Update winter work inc reduction of the Bowls Green Hedge to 4ft. [Quote for additional work](#).
- 229/25 **Tractor and mowing:** To consider a [report](#) on tractor operation and maintenance, adopt the proposed risk assessment and agree the purchase of front ballast weights.
- 230/25 **Tree Survey** to receive a [report](#), quotes and select a contractor to conduct a tree survey.
- 231/25 **Playing Field, Bowls Club and Pavilion:**
- a. To receive an update on the Bowls Club lease (pending Bowls Club response)
 - b. To note the request from the Bowls Club to reduce the height to approx. 4ft.
 - c. To consider an outline proposal for improved signage.
- 232/25 **Public Footpaths Map:** To receive an update.
- 233/25 **PC Notice Boards:** To receive an update.
- 234/25 **Village Signs:** To receive an update.
- 235/25 **P&S:** To receive an update.
- 236/25 **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.
 - c. To receive the Operational Inspection report and determine actions.
 - i. [Estimate](#) for remedial work on the rotten support timbers for budget consideration.
- 237/25 **Allotments:**
- a. To receive an update on invoicing by the Poors.
 - b. To adopt a revised plot [tenancy lease document](#) and amended [Terms of Lease](#).
 - c. To receive and update on the accessibility proposal.
- 238/25 **Christmas Events:**
- a. **Christmas Tree** to receive a [report](#) and quotes for a tree outside the Village Hall.
 - b. **Carols:** to consider a proposal to support a village carol singing event.
- 239/25 **Clerk's Report, Correspondence and Cllr reports:**
- a. To report on Remembrance events.
 - b. Hillside TPO and tree pruning update.
 - c. New reports from Cllrs and future agenda items.
 - d. To note the next meeting date 21st Jan 26.
 - e. To note the HR & Fin Cttee budget planning meeting on 26th Nov 25 and send outline proposals with financial costs for projects in mind for 2026/27 to the Clerk/RFO by 20 Nov 25.
- 240/25 To resolve to exclude the public in accordance with the Public Bodies Admission to Meetings Act 1960 s.1(2) to receive a recommendation from the Village Hall Steering Group for filling the vacant Caretaker/Keyholder and Cleaner positions.
- 241/25 To close the meeting.

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

Dated: 12 Nov 2025