

Marham Parish Council

I hereby give notice that the Annual meeting of the above-named Parish Council will be held on
Wednesday 20th May 2026 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

Meeting opening address

- 77/26 Annual Election of Chair for the coming municipal year.
- 78/26 Election of Vice Chair.
- 79/26 To receive apologies.
- 80/26 To receive Declarations of Interests for agenda items.
- 81/26 To hear from the public present (*max 3 mins per person and total 15mins at the chair's discretion*).
- 82/26 To received reports from County and Borough Council members.
- 83/26 To approve the [minutes](#) of the Full Council meeting 15th Apr 2026.
- 84/26 **Financial Matters:**
 - a. To note/approve [payments](#) Apr/May 26.
 - b. To approve Cllr's expenses presented for agreed purchases.
 - c. To receive the bank [reconciliation](#) and internal monitoring of accounts report.
 - d. To note the new EDF fixed 12m term Electricity tariffs for VH and Pavilion in May has commenced as agreed.
- 85/26 **To complete the Annual Governance and Accountability Return (AGAR):** (*If IA complete*)
 - a. To receive the Internal Auditor's [report](#) and determine any actions on observations.
 - b. To approve Section 1 – the Annual Governance [Statement](#) 2024/25.
 - c. To approve Section 2 – The Accounting [Statement](#) 2024/25.
- 86/26 **Cllr Areas of Responsibility:** To review areas of [responsibility](#) and Terms of Reference.
- 87/26 **Consideration of planning applications and decisions:**
 - a. Applications: None at time of publishing.
 - b. Late Planning applications will be considered.
 - c. Decisions: None at time of publishing.
 - 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: last comment 13 Apr 26: Natural England Comment.
 - e. Call for Sites: To note that the Clerk aided a resident with the process to submit 2 small sites.
- 88/26 **Traffic and Speed monitoring:** To receive and consider the SAM2 report.
- 89/26 **Cllr Training** Cllrs to provide update and feedback on any training undertaken.

- 90/26 **Village Hall, Extension and Refurbishment:** To receive an update on progress and consider the following aspects:
- [Minutes](#) of the April Site Meeting.
 - Rear courtyard reinstatement options update and to confirm preferred option.
 - To receive an update on the Kitchen refurbishment and consider quotes.
 - To note that the first FCC grant interim claim has been submitted for £22,031 and VAT (c.£7,850) from 1st April to 31st May will be reclaimed in June.
- 91/26 **Playing Field, Bowls Club and Pavilion:**
- To receive report on the FF Pitch Improvement project/grant and consider quote for years 2-6.
 - To receive an update on the Bowls Club lease – awaiting solicitor to progress.
 - To consider the retrospective support of the Bowls, Sports and Social Club CIL grant application for the extension project.
 - To note initial [quote](#) for a new pumped sewage treatment plant and agree preferred specification and scope for budget and fundraising.
 - To report on and review occurrences of ASB on the playing field.
- 92/26 **Allotments:** Update on Allotments.
- Plot 1: tenancy terminated 30 Apr 26: Proposal to waive the 2026 rental and shed fund fees. *New tenant started on Plot 1 on 8th May.*
- 93/26 **Cemetery:**
- To receive updates on the memorial testing [report](#) and tracing of owners.
 - To received advice from Memorial Masons for various modes of failure.
 - To consider stake and banding as long term mitigation for High and Medium risk headstones.
 - Cost of 50mm x 1.8m round post £2.49ea x45 required (cheapest supplier Fleet Timber).
 - Proposal to replace the notice board ([Report](#))
- 94/26 **Marham Fun Day:** To hear a report on the PC stall arrangements.
- 95/26 **Tractor:**
- Update on the installation of container vents to reduce condensation. RA
 - Report on failed weld securing the ballast weights.
 - Update on the signing of acknowledgement of the Risk Assessment by tractor operators.
- 96/26 **Clerk's Report, Correspondence and Cllr reports:**
- To Note the Trauma Bleed kit is now in place in the kitchen with the First Aid kit.
 - To note a new battery has been procured for the VH AED for installing as required.
 - Report on check of playing field tree guards.
 - Fitness proposal from Star2 Ace - [Report](#)
 - New reports from Cllrs and future agenda items.
 - To note the date of the next meeting is the 10th June 2026.
- 97/26 To close the meeting.

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

Dated: 13 May 2026