

Marham Parish Council

I hereby give notice that the Ordinary meeting of the above-named Parish Council will be held on
Wednesday 16th Sep 2026 at 7.00pm in the Village Hall PE33 9JA.

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

- 133/26 To receive apologies.
- 134/26 To receive Declarations of Interests for agenda items.
- 135/26 To hear from the public present (*max 3 mins per person and total 15mins at the chair's discretion*).
- 136/26 To receive reports from County and Borough Council members.
- 137/26 To approve the minutes of:
 - a. HR/Fin Cttee [meeting on 9th Sept 26](#).
 - b. Ordinary Council [meeting 15th Jul 2026](#).
- 138/26 **Financial Matters:**
 - a. To note/approve [payments Jul-Sep 26](#).
 - b. To approve Cllr's expenses presented for agreed purchases.
 - c. To receive the [bank reconciliation](#) and internal monitoring of accounts report.
 - d. Budget Forecasting [Report](#) and to consider recommendations of the HR/Fin Cttee.
 - e. To note the Clerk's contractual salary [NJC pay award](#) of 3.3% back dated to 1 Apr 26.
 - f. To receive a report on the financial aspects of the Village Hall project and VAT.
- 139/26 **Annual Governance and Accountability Return (AGAR):** To note the [conclusion of audit](#) and determine [follow up actions](#) regarding requirement for an annual review of strategic investment.
- 140/26 **Consideration of planning applications and decisions:**
 - a. BCKL&WN Local Plan Consultation- Report by Planning Advisory Group and to consider comments.
 - b. Applications: None at time of publishing.
 - c. Late Planning applications will be considered.
 - d. Decisions: None at time of publishing.
 - e. 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
- 141/26 **Governance Review** – To adopt/review the following policies:
 - a. [SAM2 Operating Policy and Risk Assessment](#). (New)
 - b. [GDPR and Privacy Policy](#) (Complete Revision)
 - c. [IT Policy](#)
- 142/26 **Traffic and Speed monitoring:** To receive and consider the SAM2 report.
- 143/26 **Cllr Training** Cllrs to provide update and feedback on any training undertaken.
- 144/26 **Village Hall, Extension and Refurbishment:** To receive an update on progress and consider the following aspects:

- a. To receive a report on the redecoration of the main hall and agree plan to redecorate the entrance lobby post storeroom works.
- b. To receive a report on the Village Hall extension and refurbishment opening event.
- c. To receive update on kitchen refurbishment, storeroom, caretaker's store and [spalled chalk wall](#) repair.
- d. To receive [quotes](#) for the addition of an annual gutter/downpipe and solar panel clean to the window cleaning schedule.
- e. To note requirement for new VH Fire Risk Assessment to be carried out - [Quote](#)
- f. To note requirement for a new Water Management (Legionella) Risk Assessment and select supplier from quotes received. [AWT](#) [BWS](#)

145/26 **Village Hall – General.**

- a. To receive an update on the proposal to offer a 'Cool-spot'. HP/DF

146/26 **Playing Field, Bowls Club and Pavilion:**

- a. To receive a report on correspondence with Historic England seeking permission to carry out ground repair to level a hazardous dip within the adult pitch area. (HE Site meeting 15th Jul – 1pm)
- b. To consider quotes in principle for the Playing Field pitch improvement contract to meet the Dec 26 claim date for Y2 of the grant. Quotes: [Mr Groundsman](#), [Hails](#), Wilmotts.
- c. To receive an update on the Bowls Club lease – To consider the late [amendment request](#) by the Bowls club regarding potential fence/hedge changes and costs.
- d. To receive an outline proposal to consider a bore hole and irrigation system to be shared by S&M Utd FC and the Bowls Club. IH
- e. To consider purchase and agree budget for a 240l wheelie bin to replace the pavilion litter bin.
- f. Shouldham & Marham United FC proposal to train new Comets and Wildcats youth teams at Marham. IH
 - i. To note request for advertising banner on the Pavilion rear wall.
 - ii. Request for permission for sole use of the MUGA during training.
 - iii. To introduce a bid to upgrade/repair the MUGA surface.

147/26 **Tractor:** To note that the insurance has been renewed and that the warranty has expired with no faults reported before the expiry.

- a. Next annual service due Nov 26, cost est £350, date for booking service to be agreed.

148/26 **Play Park:** To receive a report on post inspection maintenance carried out and agree proposals for outstanding items and costs.

149/26 **Allotments:** To note the intent to terminate tenancy for a plot in Nov 26.

150/26 **Cemetery:**

- a. To receive updates on the memorial testing [report](#) and tracing of owners. (8 repaired +4 due)
- b. To receive an update for the making safe of the collapsing tomb and requirement to raise a faculty with the Diocese of Ely.
- c. To consider [amendments](#) to Cemetery Rules for the RAF Section.

151/26 **Clerk's Report, Correspondence and Cllr reports:**

- a. Report from a resident of Lime Close regarding field management and risk of wildfire.
- b. To note the invitation to bid for Parish Partnership 2027/28 (closing date 1 Dec).
- c. New reports from Cllrs and future agenda items.
- d. To note the date of the next meeting is the 21st Oct 2026.

152/26 To close the meeting.

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

Dated: 9 Sep 2026