

POTTER HEIGHAM PARISH COUNCIL

5 Sceptre Close, Hellesdon, Norwich NR6 5HE
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NOTICE OF MEETING AND SUMMONS TO ATTEND

Parish Councillors are hereby summoned to attend the Potter Heigham Parish Council Meeting to be held on Wednesday 11th June 2025 at 7:30pm in the Village Hall for the purpose of transacting the following business.

PUBLIC ATTENDANCE

Members of the public and press are welcome to attend. During the Public Forum, the public will be invited to discuss matters on the agenda. This item is limited to 15 minutes.

MEETING PAPERS Papers presented at the meeting are available on the Parish Council website: www.potterheighamparishcouncil.norfolkparishes.gov.uk/meetings

L J Bateman

Laura Bateman Parish Clerk

Date of Issue: 5th June 2025

AGENDA 11th June 2025

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| ST | 1) APOLOGIES (Cllr Graves-Morris) | |
| ST | 2) PUBLIC FORUM | |
| | a) Items from the Public | |
| | b) Items from the County Councillor | |
| | c) Items from the District Councillor | |
| | d) Items from outside bodies | |
| | i) Village Hall Management Committee | |
| | ii) Items from any other outside bodies | PHPC1 |
| ST | 3) DECLARATIONS OF INTEREST | |
| | a) To note disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting | |
| | b) To approve applications for dispensation for pecuniary interests | |
| ST | 4) MINUTES OF THE LAST MEETING | |
| | To approve minutes from the meeting of 14 th May 2025 | PHPC2 |
| LB | 5) MATTERS ARISING | |
| | To receive update on actions arising from the last meeting | PHPC3 |
| LB | 6) CLERKS REPORT | |
| | To receive update on status of Clerk's Actions. | PHPC4 |
| ST | 7) GOVERNANCE MATTERS | |
| | a) To consider the requirement to move to .gov.uk email domain | PHPC5 |
| ST | 8) PLANNING MATTERS | |
| | a) New applications - PF/25/0963 2 Green Lane Potter Heigham Norfolk NR29 5LP - Erection of car port and bike shed to front of dwelling (retrospective) | PHPC6 |
| | b) Decisions - No planning decisions received | |

- c) **Updates** - RV/24/2059 - Glebe Farm, Marsh Road, Norfolk, NR29 5LN To note the Development Committee Call-In Form submitted by Cllr Blathwayt as a delegation from the Parish Council and consider a supporting statement from the Chairperson **PHPC7**

ST 9) OTHER ITEMS FOR DISCUSSION/DECISION

- a) To agree that the Parish Council writes a letter of support to improve road safety on the Ludham Road (A1602) following a fatal accident on 31st May
- b) To discuss problematic parking during the Three Rivers Race
- c) To review the nominations for the Peter Sandell Award, agree on the winning nominee and confirm the details for the award presentation **PHPC8i,ii,iii**
- d) To consider the quotes for the replacement of the Post Office bench **To follow**
- e) To consider two proposed locations from NNDC for the replacement 'Market Road' sign and agree preferred placement **PHPC9**
- f) To continue discussions regarding buses using the Potter Heigham Bridge
- g) To consider concerns raised regarding the new pumping station at Ludham and the potential impacts on Potter Heigham
- h) To consider the Clerks attendance at SLCC conference on 20th June (£24)

ST 10) CORRESPONDENCE

- a) To consider John Packman of the Broads Authority's response from the Parish Council's letter regarding the lack of dredging **PHPC10**
- b) To note the Local Nature Recovery Consultation and agree any comments **PHPC11**
- c) To note the draft Investigation Report into Countywide Flooding January to March 2024 (FIR077), by Norfolk County Council's and consider any comments to be submitted **PHPC12**
- d) To note minutes of the latest MAG002 meeting held on 1st May 2025 **PHPC13**
- e) To note Norfolk County Councils adoption of Norfolk Minerals and Waste Local Plan
- f) To note MP Steff Aquarone's parish update (previously circulated) **PHPC14**

LB 11) FINANCIAL MATTERS

- a) Bank balances at 5th June 2025
 - i) Unity Current Account ...7717 £8,449.69
 - ii) Unity Current Account ...7720 £12,611.38
 - iii) Cambridge & Counties ...2217 £13,719.68
- b) To note payments made and funds received since the last meeting **PHPC15**
- c) To approve payment of invoices due (paper copies available at meeting) **PHPC15**

12) REPORTS FROM PARISH COUNCIL LEADS

- a) Allotments
- b) The Staithe
- c) SAM2
- d) Police

13) ANY OTHER BUSINESS

DATE AND TIME OF NEXT MEETING Wednesday 9th July 2025 at 7.30pm