

POTTER HEIGHAM PARISH COUNCIL

Hill Farm Barn, Norton Road, Heckingham NR14 6QR
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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 12 August 2026 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

S Beckett

Sheila Beckett, Parish Clerk

Date of Issue: 6 August 2026

AGENDA 12 August 2026

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| ST | 1) APOLOGIES FOR ABSENCE | |
| 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 | |
| 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 | PHPC1 |
| | To approve the minutes of the last meeting held on 8 July 2026 | |
| SB | 5) MATTERS ARISING | PHPC2 |
| | To receive an update on the actions arising from the last meeting | |
| SB | 6) CLERK'S REPORT | PHPC3 |
| | To receive an update on the status of the Clerk's Actions | |
| ST | 7) PLANNING MATTERS | |
| | a) New applications: None received | |
| | b) Decisions: None received | |
| | c) Updates: To receive update on Certificate of Lawfulness applied for at Glebe Farm, Marsh Road (CL/26/1164, Determination deadline 29/7/2026) | |
| ST | 8) OTHER ITEMS FOR DISCUSSION/DECISION | |
| | a) To consider update on the repair works at the pumping station on Marsh Road by Anglian Water | PHPC4 |
| ST | b) To consider the installation options for an EV charging point | |

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| | c) To consider condition of pathways through wooded area off Church Lane and number of grass/path cuts per annum | PHPC5 |
| | d) To consider planting a rose or other appropriate perennial shrub in memory of Cecilia May and the working group's request for drought tolerant plants | PHPC6 |
| | e) To consider Potter Heigham Bridge safety issues and receive an update on HGV driver's disregard for weight limit signage | PHPC7 |
| ST | f) To consider reporting worn road markings on Station Road/Church Road junction | |
| KL | g) To consider whether new speed limit signage on Ludham Road beyond existing signs is compliant | |
| | h) To consider installing an additional dog bin or relocating an existing one to Mill Road | PHPC8 |
| | i) To consider applying for a grant under the NCC Bus Shelter Grant Application Scheme to refurbish or replace the bus shelter. | PHPC9 |
| ST | 9) CORRESPONDENCE | |
| | a) To note North Norfolk Plan Scoping Consultation & Further Call for Sites | PHPC10 |
| | b) To note letter from Deputy Leader of Norfolk County Council regarding Parish Partnership Scheme | PHPC11 |
| | c) To note prior notification of application BA/2026/0163/PN Land at Hall Farm, Staithe Road, Repps with Bastwick | PHPC12 |
| | d) To note the next MAG002 meeting will take place on 7 September between 2pm and 3pm | |
| | e) To note temporary road closure in Catfield affecting C536 The Street from its junction with U19051 Church Road for 30 metres northwards from 17-19 August. | PHPC13 |
| ST | 1) FINANCIAL MATTERS | |
| | a) Bank balances at 5 August 2026 | |
| | i) Unity Current Account7717 | £6,599.59 |
| | ii) Unity Current Account7720 | £14,695.47 |
| | iii) Cambridge & Counties2217 | £14,332.50 |
| | b) To note payments made and funds received since the last meeting | PCHP14 |
| | c) To approve the payment of invoices due (paper copies available at meeting) | PCHP14 |
| ST | 2) REPORTS FROM PARISH COUNCIL LEADS | |
| | a) Allotments | |
| | b) The Staithe | |
| | c) SAM2 | |
| | d) Police | |
| ST | 3) ANY OTHER BUSINESS | |

DATE AND TIME OF NEXT PARISH COUNCIL MEETING

Wednesday 9 September 2026 at 7.30 pm