

WOODTON PARISH COUNCIL

1 Meadow Cottages, Gull Lane, Framingham Earl, Norwich, NR14 7PN

Tel: 01508 493134 Email: woodtonpc@gmail.com

Clerk to the Council: Mrs Yvonne Wonnacott

Chair: Mrs Jane Wickstead

NOTICE OF MEETING AND SUMMONS TO ATTEND

You are hereby summoned to attend a Parish Council Meeting of Woodton Parish Council at 7.30pm on Tuesday 2nd September 2025 at Woodton village hall.

The business to be transacted is as follows:

1. Chair's welcome (to include any apologies for absence for approval).

2. To receive declarations of interest

Members are invited to declare personal or pecuniary (prejudicial) interests in any items on the agenda. It is a requirement of the Parish Council (Code of Conduct) that declarations from a Member include the nature of the interest and whether it is pecuniary or an interest other than pecuniary. In the case of a pecuniary interest being declared and no dispensation being sought or approved, the member must disclose the interest and withdraw from the meeting when the item is discussed.

3. To approve a time limit for the meeting.

4. To agree minutes of the Parish Council meeting held 17th June 2025.

5. Matters arising from the minutes of the Parish Council meeting held 17th June 2025.

Not covered by specific items on the agenda.

6. Adjournment for public participation

Resolution to suspend the meeting to invite members of the public to speak (15 minutes).

7. County/District Council report(s).

8. Defibrillator

9. Finance matters

- a. Finance and Admin Report with financial summaries - for approval
- b. Expenditure for approval/to be noted, as per Finance and Admin Report
- c. The Local Government Services Pay Agreement 2025 – to be noted
- d. CPRE membership – for further discussion
- e. Norfolk Community Foundation grant – update re remaining funds
- f. S106 – update and balance
- g. Website redevelopment proposal
- h. Legacy received – further discussion
- i. Future budget/precept requirements – for initial discussion.

10. Planning

- a. Applications received to date for consideration
 - i. 2025/2383, Rowan Lodge, The Street
- b. Decision notices received to date
- c. Update on Church Road development
- d. Update on East Pye Solar Panel project – to note rescheduled meeting date of 23rd September.

11. Environmental matters

- a. Footpaths
- b. Tree warden(s) role – for consideration.

12. Administrative matters

- a. Procurement rules
- b. Speeding – update
- c. Garage sale – update
- d. Autumn 2025 newsletter
- e. Governance documents
 - i. Biodiversity policy
 - ii. Safeguarding policy
 - iii. Freedom of Information Model Publication Scheme
- f. Representatives – village hall
- g. Four-year plan.

13. Community Wood/Ravens Den

- a. Transfer of land
 - i. Registration of lease of land
 - To formally note completion and documentation received from HM Land Registry.
 - Consideration of registering with Land Registry for free alerts in relation to property.
 - ii. Transfer of second piece of land – update, including proposed Lease
- b. Norwich Probation Service – update and consideration of future works
- c. Tree survey and works – to include formally noting Parish Clerks concerns previously raised to full Parish Council in relation to award of works
- d. Working parties (August) – to be noted
- e. Ravens Den Annual inspection report -update
- f. Weekly inspections – proposed rota, inspection template
- g. General update.

14. Village hall

- a. Car park repairs - update
- b. Proposals for future management under consideration.

15. Correspondence and consultations

- a. Armed Forces Covenant
- b. Parish Partnership Scheme 2026/27.

16. Date of next meeting, Tuesday 14th October 2025, and items to be considered for agenda.

17. Chair's announcements.

Date: 21st August 2025

Parish Clerk: *Yvonne Wonnacott*