

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 14th October 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 2nd September 2025.

5. Matters arising from the minutes of the Parish Council meeting held 2nd September 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. 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. Notice of conclusion of audit and external auditor report – to be noted
- d. S106 – update and balance
- e. Community Action Norfolk membership – for consideration
- f. Zip wire repairs – for discussion and agreement
- g. Legacy received – further discussion
- h. Donations 2026/27 – for consideration
- i. Draft budget 2026/27 – for consideration
- j. Grounds maintenance contract – review of specification
- k. SAM2 – vandalism of two machines – update.

9. Planning

- a. Applications received to date for consideration
- b. Decision notices received to date
- c. Update on Church Road development
- d. Update on East Pye Solar Panel project.

10. Environmental matters

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

11. Administrative matters

- a. Website redevelopment – update
- b. Procurement rules – draft document in relation to awarding of works for consideration
- c. Speeding – update
- d. Garage sale – update
- e. Autumn 2025 newsletter.

12. Community Wood/Ravens Den

- a. Transfer of land - Transfer of second piece of land – update
- b. Norwich Probation Service – update and consideration of future works, to include consideration of works to the railings situated on The Street
- c. Ravens Den Annual inspection report -update
- d. General update.

13. Village hall

- a. Proposals for future management under consideration – update
- b. Works undertaken by Gutter Force – to be noted, to include future planned works.

14. Correspondence and consultations

15. Date of next meeting, Tuesday 9th December 2025, and items to be considered for agenda.

16. Chair's announcements.

Date: 30th September 2025

Parish Clerk: Yvonne Wonnacott