

Burgh Castle Parish Council

Chairman: Brian Swan Vice Chairman: Wendy Griffiths

You are hereby summoned to attend the

Parish Council Meeting

on Monday 9th February 2026 at 7.00pm, at Burgh Castle Village Hall

Agenda

PUBLIC SECTION

Resolution to adjourn the meeting for public forum. To include County & Borough Councillor reports, plus reports from members of the public.

1. APOLOGIES FOR ABSENCE

Apologies together with reasons for absence will be taken and recorded

2. DECLARATIONS OF INTEREST

Councillors to state any known conflict of interest, personal or believed prejudicial on any agenda items.

3. MINUTES

Minutes from meeting held on 12th January 2026 will be presented for approval.

4. MATTERS ARISING

The Clerk and others as appropriate will update on any relevant points

5. HIGHWAY MATTERS

To discuss any matters/updates to include:

- Installation of litter bin and bus shelter on Cherry Tree Corner, Mill Road
- Damaged finger signs Stepshort/Mill Rd./Butt La. Junc & Church Rd./High Rd/Butt La. Junc.(& High Rd name plate)
- Millfields Footpath including spoil heap.

6. FIRST BUS

- To discuss issues with the use of double decker vehicles on our narrow rural roads.

7. BURIAL GROUND

To discuss any matters and updates to include:

- Memorial bench and plaque
- Trimming back of grass edges
- Any updates concerning the purchase of land from Norfolk Archaeological Trust to be reported.

8. FINANCIAL & ADMINISTRATION MATTERS

Approval of monthly payments and other admin & financial matters.

9. SHORT TERM DEPOSIT

Discussion on reinvesting £10,000 with Lloyds

10. ASCERTAIN 10 – I.T. POLICY

To be approved.

11. PLANNING

To consider planning including applications submitted and reviewed earlier to include:

06/26/0012/HH 41 Butt Lane Single Storey front extension

06/25/1053/VCF Burgh Castle Roman Fort Car Park Variation of Condition 8 (Requirement for use of access control barrier) of pp 06/08/0789/F (New access, car park, coach park, disabled access, footpaths and information areas) - Amendment to the condition to no longer require the access barrier to be used to prevent access to the car park between the hours of 20:00 and 08:00 the following day.

To note any decisions including 06/25/0363/F – Land between Roman Way & 1 Cement Cottages

12. TIME & DATE OF NEXT MEETING & AGENDA ITEMS

To receive Agenda items for next meeting on Monday 9th March 2026 commencing at 7.00pm

Signed by Parish Clerk: *Kate Ruddock*

Email: clerk@burghcastle-pc.gov.uk Tele: 07899846148