

Burgh Castle Parish Council

Chairman: Brian Swan Vice Chairman: Wendy Griffiths

You are hereby summoned to attend the

Parish Council Meeting

on Monday 13th July 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 8th June 2026 will be presented for approval.

4. MATTERS ARISING

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

5. PLANNING

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

06/26/0284/F Land between Roman Way and 1 Cement Cottages

Proposed erection of an agricultural feed store (18m x 12m); Retrospective application for: construction of a memorial area, siting of a field shelter, siting of a shipping container, and retention of existing fencing and access gates.

6. HIGHWAY MATTERS

To discuss any matters/updates to include:

- Installation of litter bin and bus shelter on Cherry Tree Corner, Mill Road.
- Road resurfacing – to report any update in relation to recent resurfacing to Mill Rd, Butt Lane & High Road.
- Riverside boardwalk

7. REVIEW OF PARISH COUNCIL POLICES:

- Effectiveness of Audit
- Internal Controls
- Complaints Policy
- Risk Assessments

8. MEDIA/SOCIAL MEDIA POLICY

New policy to be considered.

9. BURIAL GROUND

- Any updates concerning the purchase of land from Norfolk Archaeological Trust to be reported.
- Cllrs Griffiths and Green to report following the burial ground inspection.

10. VILLAGE SIGN

Updates to be reported, including crack in base and possible insurance claim.

11. FINANCIAL & ADMINISTRATION MATTERS

Approval of monthly payments and other admin & financial matters, including Chairmans report on GYBC Parish Councils Liaison Meeting

12. TIME & DATE OF NEXT MEETING & AGENDA ITEMS

To receive Agenda items for the next meeting on Monday 14th September 2026.

Signed by Parish Clerk: *Kate Ruddock*

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