



**All Councillors are hereby summoned to the Annual Parish Council meeting of Southern Parish Council to be held on Wednesday 9<sup>th</sup> July 2025 at 7.00 pm in The Village Hall, Ten Mile Bank, Station Road, Ten Mile Bank, Downham Market, PE38 0EP.**

Members of the Public and Press Welcome to Attend

Agenda published: 4<sup>th</sup> July 2025

Lolly Dawson  
Parish Clerk & Responsible Financial Officer  
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## **AGENDA**

- 1. To accept apologies for absence**
- 2. To consider any applications for the co-option of a Councillor for the 1 vacancy.**
- 3. To receive Declarations of Interest on Agenda Items and Dispensation Requests**
  - a. To review Parish Councillor Register of members interests' forms.
- 4. Public Speaking** (*3 minutes per person, a maximum of 15 minutes*)
  - a. Members of the Public
  - b. District & County Councillors
- 5. To approve the minutes of the Parish Council meeting held on 15<sup>th</sup> June 2025.**
- 6. To receive updates from previous minutes and consider any further actions**
  - a. VAT reclaim, still awaiting new VAT relief number to process 23/24 & 24/25.
  - b. Orchard Way Lighting Update.
  - c. The garage and football club rental fees are in progress.
  - d. To receive an update on the Bus Shelter Improvement Plan (BSIP)
- 7. Finances**
  - a. To receive an accounts, update.
  - b. To receive up-to-date bank reconciliations.
  - c. To approve payments and receipts, as presented and any additional payments received before the meeting.

| Company      | Description                             | Net      | Vat     | Gross    |
|--------------|-----------------------------------------|----------|---------|----------|
| Mr Sparkle   | SAM2, dog bin emptying INV 2547         | £48.00   | £0.00   | £48.00   |
| Nurture      | INV366463 June 2025 grounds maintenance | £617.67  | £123.53 | £741.20  |
| K&M Lighting | Streetlight maintenance July 2025 9444  | £58.20   | £11.64  | £69.84   |
| Staff Costs  | Months 2 & 3 including expenses         | £2163.75 | £0.00   | £2163.75 |

- d. To consider a donation to St. Marys Church for the clock service.

- e. To consider an application to the Parish Partnership scheme, deadline December 2025.

## **8. Planning**

- a. **To consider any planning applications received from Kings Lynn and West Norfolk Borough Council prior to the meeting:**
  - i. None received prior to agenda being published.
- b. **To note any planning decisions made by Kings Lynn and West Norfolk Borough Council:**
  - i. None received prior to agenda being published.

## **9. Correspondence**

- a. Correspondence from Anglian Water regarding fences.
- b. Correspondence from Police, SNAP meeting 15<sup>th</sup> July 2025.

## **10. Administration & Policies**

- a. To consider the quotes for implementing gov.uk domain name website and email addresses for Clerk & Councillors.
- b. To consider and adopt the Internal Controls Policy.
- c. To consider an additional Facebook administrator.

## **11. Highways**

- a. To receive an update on highways reports. (Cllr I Goodwin)
- b. To receive a Streetlight update and consider any further actions.

## **12. Open Spaces**

- a. **Playing Field**
  - i. To receive an update on the playground project.
  - ii. Bookings
    - 1. Southery Academy, 10<sup>th</sup> July.
- b. Community Payback Update on works.
- c. To consider the EON Next business plan renewal due 16<sup>th</sup> August 2025.

## **13. Items of the next agenda**

## **14. To confirm the date of the next meeting(s)**

- a. Wednesday 10<sup>th</sup> September 2025 at 7pm, Parish Council Meeting.

*Under Section 1 of the Public Bodies (Admission to Meetings) Act 1960, the Council will move to exclude the press and public for the remaining items of the agenda, by reason of the confidential nature of the business.*

## **15. Cemetery**

- a. To receive an update onto the pipe investigation.
- b. An update on the removal of trees planted in breach of the rules & regulations.

## **16. Recreation Ground**

- a. To discuss an update on the current boundary.