



All Councillors are hereby summoned to the Parish Council meeting of Southern Parish Council to be held on Wednesday 6th August 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: 1st August 2025

Lolly Dawson
Parish Clerk & Responsible Financial Officer
Email: parishclerk1@hotmail.co.uk
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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**
- 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 9th July 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.
 - e. Update on gov.uk domain and emails
- 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.
- 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. 25/00823/PART14, Application to determine if prior approval is required for Installation of Solar PV - 504 Panels for a 236.88 kWp system. To be located on two agricultural buildings (as identified in supporting information) (Schedule 2, Part 14, Class J) Towlers Farm Southern Road

9. Correspondence

- a. To receive an update from British Sugar (Cllr C Feltwell)
- b. To receive correspondence from resident regarding weeds outside Church / common Lane.

10. Administration & Policies

- a. To consider potential funding opportunities.
- b. To review the action plan.

11. Highways

- a. To receive an update on highways reports. (Cllr I Goodwin)
 - i. To receive an update on the footpath not repaired on Churchgate Street.
- b. To receive a Streetlight update and consider any further actions.
- c. To receive a SAM2 update, and consider an application to the Parish Partnership Scheme.
- d. To consider reinstating a seat in the bus shelter at the end of Orchard Way.
- e. To receive an update for the meeting with MP Terry Jermy scheduled on 12th July 2025.
- f. To receive the quote of £200.00 from a local contractor to carrying out weed-killing on the public footpaths, and receive an update from highways on their schedule and any further actions.

12. Open Spaces

a. Playing Field

- i. To receive an update on the playground project.
 - 1. To note that the National Lottery Community Fund, climbing wall application has been successful, £7200.00, 100% of the cost of the new piece of equipment has been sourced.
 - 2. To consider the current playground signage and any further actions.
- ii. To receive an update on the pavilion refurbishment project.
 - 1. To receive an update on the Family Hub Community Fund application.
- iii. To receive the annual playground and skate park inspections and consider any further actions.
- iv. To receive any requests for bookings.
- v. To receive an update on the Health & Safety policy and risk assessments. (Cllr I Goodwin)
- vi. To consider potential uses for the land behind the garages.
- vii. To consider the fence at the entrance to the recreation ground and any further actions.
- viii. To receive an update on potential recreation ground car park improvements. (Cllr T Feltwell).

- b. Community Payback Update on works.

- c. To consider the current noticeboard locations.

13. Items of the next agenda

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

- a. Wednesday 10th September 2025 & Wednesday 8th October 2025 at 7pm.

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.

17. Staffing

- a. To note that the 2025/2026 Local Government Services Pay Agreement has been published, back-pay for 2025/2026 due to the Clerk.