SOMERLEYTON ASHBY & HERRINGFLEET PARISH COUNCIL

All Parish Councillors are summoned to attend
the Annual General Meeting of the Parish Council
to be held on
Thursday 14th May 2026 commencing at 7.15pm in
Somerleyton Village Hall

AGENDA

1. **ELECTION OF CHAIR AND VICE CHAIR.**
2. **APOLOGIES FOR ABSENCE.**
3. **DECLARATIONS OF INTEREST** in items on the Agenda.
4. **REQUESTS FOR DISPENSATION.** To decide on any requests for dispensation to participate in discussion and voting despite disclosable pecuniary interests.
5. **APPOINTMENT OF PLANNING COMMITTEE.**
6. **CONFIRMATION OF MEMBERSHIP OF WORKING GROUPS AND EXTERNAL BODIES**
   6.1 Parish Councillors on Working Groups
   6.2 Nominees to External Bodies.
7. **CONFIRMATION OF RESPONSIBLE FINANCIAL OFFICER (RFO).** To confirm that the Clerk is RFO; to confirm a Councillor as supervisor of the RFO.
8. **ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2026.** To approve the Accounts, Asset Register and Annual Return; the Chair to sign as a correct record.
9. **PARISH COUNCIL MEETINGS FOR THE COMING YEAR.**

PUBLIC FORUM

An opportunity for members of the public to raise issues or ask questions relevant to the Agenda.
The Chair may invite short reports from County and District Councillors.

10. **MINUTES OF THE LAST MEETING.** To approve and sign as a correct record the minutes of the Meeting held on 5th March 2026.
11. **CLERK'S REPORT ON ONGOING MATTERS.** To decide on any actions required following review of the clerk's update.
12. **REQUESTS FROM PARISHIONERS.** To hear if any requests have been received and to decide on any actions.
13. **PARISH PLAN WORKING GROUPS.** To receive reports from working groups and decide on any recommendations.
    13.1 Defibrillator Group
    13.2 Green and Environment Group
    13.3 Advice, Infrastructure and Information Group
    13.4 Warm Hub Group
    13.5 Speed Awareness Group
14. **PLANNING**
    14.1 Recent Applications
    14.2 Recent Decisions
    14.3 The Solar Farm
15. **VILLAGE EVENTS** – Review
16. **VILLAGE EVENTS** – Forthcoming
17. **ANNUAL PARISH MEETING.** To confirm arrangements for the APM.

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18. **THE CLOSURE OF THE SOMERLEYTON CYCLE SHOP.**
To consider the impact of the closure of this important and popular business.

19. **TIPPING OF WASTE INTO THE JAM.** To hear an update from the Group liaising with Somerleyton Estate on ways to prevent the illegal tipping of waste into the Jam.

20. **THE LEGAL NAME OF THE PARISH COUNCIL.**
The Meeting will decide the legal name of the Parish Council.

21. **PARKING ON THE STREET DURING SCHOOL DROP OFF AND PICK UP TIMES.**
To consider a request from the School for advice and support about the parking of cars on the straight part of the Street adjacent to The Green.

22. **REPLACING THE PARISH CLERK.** To agree the timetable for recruiting a new Parish Clerk, following Sue Read's resignation.

23. **FINANCE.** To agree arrangements for the review of Assets. To receive the Quarterly Financial Report March 2026.

24. **PAYMENTS TO BE APPROVED.** As set out in the Clerk's Report.

25. **CORRESPONDENCE.** To decide what, if any, action should be taken regarding any particular item of correspondence, (as detailed in the Clerk's Report).

26. **DATES AND TIMES OF NEXT MEETINGS**

Annual Parish Meeting:	Thursday 21st May starting at 7.30pm in the Village Hall
Next Parish Council Meeting	Thursday 2nd July starting at 7.15pm in the Village Hall

Meetings of the Parish Council are open to Members of the Public, who are very welcome to attend, to contribute to the Public Forum and to observe the Business Section of the Meeting.

Sue Read parish.clerk@ashvillages.org.uk 01502 450623
Parish Clerk