

NOTICE OF TROWSE WITH NEWTON PARISH COUNCIL MEETING

You are hereby summoned to attend the Trowse with Newton Annual Parish Council Meeting
on: Monday 19th May 2025 at 7.45pm at Trowse Manor Rooms

Please contact the clerk at trowsepc@outlook.com with any questions.

Kate Leggett (Parish Clerk) (13.05.2025)

Agenda

1. Election Of Chairperson/Vice Chairperson for the coming year.

1.1 Nomination for the position of Chair

1.2 Nomination for the position of Vice Chair.

2. Apologies for absence

3. Declaration of Interest and Dispensations.

To consider the process for dispensations – either via the Clerk or by Full Council.

To consider any dispensations previously submitted.

You have a Disclosable Pecuniary Interest in a matter to be discussed if it relates to something on your Register of Interests Form. You must declare the interest and leave the room whilst the matter is under discussion.

You have a Personal Interest in a matter to be discussed if it affects:

- Your wellbeing or financial position.
- That of your family or close friends.
- That of a club or society in which you have a management role.

In these instances, members must declare a PERSONAL interest but can speak and vote on the matter. Whenever you declare an interest, you must say why the interest arises so that it may be included in the minutes.

4. MINUTES OF PREVIOUS MEETING

4.1 To confirm the minutes of the last Parish Council Meeting held on Tuesday 22nd April 2025

5. PUBLIC FORUM

5.1-To receive reports from County/District Councillors

5.2- To receive matters from the public

6. MATTERS ARISING FROM PREVIOUS MEETINGS

None for this meeting in the absence of the Clerk

7. COMMITTEE MEMBERS FOR THE COMING YEAR

7.1 – To decide committee members for all council committees for the 25/26 year.

8. UPDATES FROM FINANCE, PERSONNEL AND COMMUNICATIONS AND OPEN SPACES COMMITTEES

8.1 – Personnel and Communications update from the committee Chair

8.2– Finance committee update from committee Chair.

8.3– Open Spaces update from committee Chair.

a) To discuss and agree any recommendations from the OC Committee pertaining to the removal/repair of the Rotator on the play area. Quote received.

9. MANOR ROOMS

9.1 - Report from Manor Rooms Management Committee.

10. FINANCIAL MATTERS

10.1 - To agree Payments for March and April 2025 as circulated.

10.2 –To agree Bank reconciliations for March and April 2025 as circulated

10.3 – AGAR 2023/24

- a) To note receipt of the Internal Audit Report for 24/25.
- b) To approve Annual Governance Statement (Section 1)
- c) To approve Annual Accounting Statement (Section 2). Clerk and Chair to sign the AGAR forms.
- d) To note the dates for the Exercise of Public Rights to View – 3rd June -15th July 2025.

11. PLANNING

a) Applications

2025/0641 – Old Hall Farm, NR14 8TG - Retrospective installation of flood protection measures to Front Door (0 SW elevation), By fold door (9 NW elevation) and Back Door (8 NE elevation). Installation of floor protections measures to Rear double doors (15 NW elevation), By fold door (19 W Elevation), Back Door (20 W elevation), By fold doors (11 and 12 NE elevation). Associated repointing, rendering, and sealing.

2025/1226 – 20 Devon Way, NR14 8GE - Flat roof rear extension, internal alterations and replacement staircase to garage.

2025/1333 – Crown House, Kirby Road, NR14 8RW - Conversion of existing building to an annexe.

12. POLICIES AND OTHER ITEMS

12.1 – Insurance renewal. To discuss and agree the delegation of this process to the Clerk.

12.2 – Local Government Reform public consultation response. To discuss and agree a collective response from the Parish Council to this consultation.

13. DATE AND TIME OF NEXT MEETING

Monday 16th June 2025 @ 7.15pm.

14. To consider a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public for the duration of item 16a in view of the confidential and personal nature of the business to be transacted. If resolved, such items to be dealt after the item that confirms details of the next meeting

14.1 – To discuss and consider actions pertaining to legal advice received.