

NOTICE OF TROWSE WITH NEWTON PARISH COUNCIL MEETING

You are hereby summoned to attend the Trowse with Newton Parish Council Meeting
on: Monday 17th November 2025 at 7.15pm at Trowse Manor Rooms

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

Kate Leggett (Parish Clerk) (11.11.2025)

Agenda

1. Apologies for absence

2. 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.

3. MINUTES OF PREVIOUS MEETING

3.1 To confirm the minutes of the last Parish Council Meeting held on 20th October 2025

4. PUBLIC FORUM

4.1-To receive reports from County/District Councillors

4.2- To receive matters from the public for items listed on the agenda.

5. MATTERS ARISING FROM PREVIOUS MEETINGS

Decisions/Actions	Responsible person
Updated Fin Regs on website	Clerk (actioned)
Ride on mower	Clerk (actioned)
Outcome of lease discussions to MRMC	Clerk (actioned)
Planning comments	Clerk (actioned)
Go Compare	Clerk (actioned)
Historical Society info board	Clerk (actioned)

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

6.1 – Finance committee: update from committee Chair.

a) To recommend to Full Council the adoption of the Risk Register which includes the Financial Risk Assessment circulated by the Clerk ahead of the meeting. Discuss and approve any actions.

6.2 – Open Spaces: update from committee Chair.

a) To make recommendation to Full Council regarding tree works in the Cemetery. To discuss and agree actions.

b) To discuss and agree any actions pertaining to the replacement of two play equipment items. Documents shared with Cllrs ahead of the meeting.

7. MANOR ROOMS

7.1 - Report from Manor Rooms Management Committee.

7.2 – To discuss and agree any actions pertaining to the use and maintenance of the Manor Rooms garden area.

7.3 – Newsletter article regarding the Manor Rooms. To discuss and agree any actions.

8. FINANCIAL MATTERS

8.1 - To agree Payments/Receipts for October 2025 as circulated.

8.2 – To agree Bank reconciliation for October 2025 as circulated.

8.3 – To view budget V actual report for year to date. To discuss and agree any actions.

8.5 – Budgets for 26/27 year. To discuss and agree any actions.

9. PLANNING

a) Applications

2025/0642 –11 Blockhill Cottages Kirby Road Trowse Norfolk NR14 8RP – Rear extension.

2025/3398 - Newton Cottage The Street Trowse Norfolk NR14 8AH - T1 Acer Negundo - dismantle tree to ground level and replant with a standard replacement tree.

10. POLICIES AND OTHER ITEMS

10.1 – Bus Shelter funding. Information from the Clerk

10.2 – Grant application from Headspace Suffolk. To discuss and agree any actions.

10.3 – To discuss and approve the new Standing Orders, circulated by the Clerk ahead of the meeting.

11. DATE AND TIME OF NEXT MEETING

Monday 17th November @ 7.15pm.