

NOTICE OF TROWSE WITH NEWTON PARISH COUNCIL MEETING

You are hereby summoned to attend the Trowse with Newton Parish Council Meeting
on: Monday 15th December 2025 at 7.15pm at Trowse Manor Rooms

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

Kate Leggett (Parish Clerk) (09.12.2025)

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 17th November 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
Cemetery tree	Clerk (actioned)
Fencing costs (MR garden)	Clerk (ongoing)
Newsletter	Clerk (actioned)
Planning comments	Clerk (actioned)
Bus shelter funding	Clerk (ongoing)
Headway Grant	Clerk (actioned)

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

6.1 – Finance committee: Update from the Committee chair.

6.3 – Personnel and Communications. Update from the Committee Chair.

6.2 – Open Spaces: Update from committee Chair.

a) To make recommendation to Full Council regarding the cost of permitting 2 members of the biodiversity Team and Groundsman to attend a tree pruning course at a cost of £50 per head.

b) To recommend to Full Council the replacement streetlight for Whitlingham Lane at a cost of £530, as over a committee permitted spend.

7. MANOR ROOMS

7.1 - Report from Manor Rooms Management Committee.

7.2 – To discuss and agree the formation of a Manor Rooms sub-committee.

8. FINANCIAL MATTERS

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

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

8.3 – Budgets for 26/27 year. With a recommendation from the Finance committee

a) To discuss and approve to Full Council the full budget for the council.

9. PLANNING

a) Applications

2025/3456 – 1b Meadow Close - (B1) Conifer – Fell

2025/3489 - 32 Russell Terrace Trowse Norfolk NR14 8TQ - Details reserved by condition 3 (materials), 4 (brickwork) and 6 (rooflight specification) of 2025/1504

2025/3736 - 13 Devon Way Trowse Norfolk NR14 8GE - (S1) Cotoneaster - reduce shrub from approximately 9m down to 7m and shape. (T1) Hawthorne - Full removal and replace. (T2) Holme Oak - reduce tree from approximately 9m down to 7m and shape (T3) Silver Birch - Full removal and replace

BA/2025/0317/FUL - Great Broad No 2 At Whittingham Lane Whittingham Lane Trowse Norfolk - Proposed construction of wetland habitat scrapes for ecological benefit, and construction of boardwalk through Rough Marsh Plantation, together with associated works.

10. POLICIES AND OTHER ITEMS

10.1 – Cadent works. Information from the Clerk re works taking place on the Common between Dec and March.

10.2 – Local Government Reorganisation. To discuss and approve response to consultation.

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

10.4 – For information only – parking scheme public consultation. A date is yet to be set by Norfolk Highways but they have confirmed another public consultation.

11. DATE AND TIME OF NEXT MEETING

Monday 19th January 2026 @ 7.15pm.