

NOTICE OF TROWSE WITH NEWTON PARISH COUNCIL MEETING

You are hereby summoned to attend the Trowse with Newton Annual Parish Council Meeting
on: Monday 18th May 2026 at 7.45pm at Trowse Manor Rooms

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

Kate Leggett (Parish Clerk) (13.05.2026)

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 20th April 2026

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

Decisions/Actions	Responsible person
Contact MUGA volunteers	Clerk (actioned)
Contact Ben Goldsborough re Tarmac	Clerk (actioned)

7. COMMITTEE MEMBERS FOR THE COMING YEAR – to discuss and agree as necessary.

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 – to discuss and agree actions as necessary.

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) MUGA – recommendations from the working party.

i) Review fencing quotes and select a contractor.

ii) Cleaning equipment hire.

iii) Discuss and agree the implementation of works before a lease is in place.

iv) Insurance and liability. Approach Crown Point about undertaking work before lease is signed, with assurances for operational instructions and liability.

v) Ask Crown Point to spray/clear the surrounding brambles by the beginning of June.

8.4 – Manor Rooms update from Committee Chair.

9. FINANCIAL MATTERS

9.1 - To agree Payments for April 2026 as circulated.

9.2 –To agree Bank reconciliations for April 2026 as circulated

9.3 – AGAR 2025/26

a) To note receipt of the Internal Audit Report for 25/26

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 – 2nd June -14th July 2026.

10. PLANNING

a) Applications

2026/1022 – Former Primary School, White Horse Lane - Details for conditions 13 - Confirmation from site investigation (Harrisons) that no significant contamination, including asbestos, has been identified on site, 9 - Approved off-site highways drawing TRPS-CF-ZZ-XX-DR-A-0505 Rev P4 (Access and Pram Crossings), 3 - Window details and sections (Waveney Glass) and heritage-style aluminium window specification (Decorio system) & Rooflight specification (Fakro conservation rooflight), Roof finish (Cedral Rivendale slate ? Cromleigh Graphite) proposed on a like-for-like basis for replacement of any damaged existing tiles only, Solar panel specification (Jinko Tiger Neo all-black modules) in accordance with approved planning drawings, 26 - EV charging point specification (SyncEV EVS7GGR-02) and associated charger stand details of permission 2022/1024

2026/1023 – Former Primary School, White Horse Lane - Details for conditions 5 - Method and specification for cleaning and redecoration of the gated pedestrian access, including dry ice blasting (non-abrasive) and repainting in accordance with the previously approved railings specification, 6 - Solar panel specification (Jinko Tiger Neo all-black modules) and proposed layout in accordance with approved planning drawings, with positioning designed to minimise visibility from principal elevations, 7 - Window details and sections (Waveney Glass) and heritage-style aluminium window specification (Decorio system) & Rooflight specification (Fakro conservation rooflight) of permission 2022/1025

11. POLICIES AND OTHER ITEMS

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

12. DATE AND TIME OF NEXT MEETING

Monday 15th June 2026 @ 7.15pm.