



ALDBOROUGH and THURGARTON PARISH COUNCIL

NOTICE OF MEETING & SUMMONS TO ATTEND

THE ANNUAL PARISH COUNCIL MEETING OF ALDBOROUGH and THURGARTON PARISH COUNCIL WILL BE HELD AT THE COMMUNITY CENTRE ON MONDAY 6 JULY 2026 AT 7PM

The Public are welcome to attend this Parish Council meeting.

In the interests of openness and transparency, councillors and members of the public are reminded that the law permits any person to film, record, photograph or use social media in order to report on the proceedings of a meeting of the Council

AGENDA

1. APOLOGIES FOR ABSENCE

To receive and accept Apologies for Absence as previously notified to the Parish Clerk.

2. ELECT A CHAIRMAN

To elect a Chairman and sign acceptance of office.

3. MINUTES

To receive, confirm and sign the minutes of the meeting held on 11 May 2026.

4. RE-AFFIRM DECLARATIONS OF INTEREST & REQUESTS FOR DISPENSATIONS

To receive, and re-affirm Members' Declarations of Interest in Agenda items and note the granting of any Request for Dispensation.

5. TO ADJOURN THE MEETING TO ALLOW MEMBERS OF THE PUBLIC TO SPEAK

Public questions, comments, or representations.

ALDBOROUGH and THURGARTON PARISH COUNCIL
Mrs Sadie Prime, Parish Clerk
email clerk@aldboroughandthurgarton-pc.gov.uk

6. REPORTS

- 6.1. Reports from District and County Councillor
- 6.2. Report from the Village Fayre

7. FINANCE AND REGULATORY

- 7.1. To review progress on actions arising from the Internal Audit
 - 7.1.1. Policy schedule
 - 7.1.2. Biodiversity Policy compliance with the Environmental Act 2021
 - 7.1.3. Confirmation of appointment of Internal Scrutineer
 - 7.1.4. Registration with the ICO
 - 7.1.5. Publication of payment schedules alongside Minutes
 - 7.1.6. Quarterly VAT reclaim
 - 7.1.7. Operation of a single cashbook
 - 7.1.8. Update of clerks contact details on website
- 7.2. To receive the first Quarterly Internal Scrutineers report.
- 7.3. To receive an update on the first Quarters VAT 126 claim.
- 7.4. To receive current invoices and agree payment.
- 7.5. To receive an update on HMRC matters.
- 7.6. To consider an additional bank signatory.
- 7.7. To receive an update on the publication of the Exercise of Public Rights.

8. THE GREEN

- 8.1. To receive an update on the Village Sign.
- 8.2. To consider updating the Bench Policy.
 - 8.2.1. To consider a bench cap.
 - 8.2.2. To consider a one in, one out policy.
 - 8.2.3. To consider potential alternatives for memorials.
- 8.3. To receive an update on hedging for the play area.
- 8.4. To receive an update on bins.

9. PARISH MATTERS

- 9.1. To consider a request for the village Public House to be nominated as a Community Asset.
- 9.2. To consider costing options for a noticeboard on Margeret Lilly way.
- 9.3. To discuss the recruitment of additional Councillors.

10. PLANNING

10.1. To discuss planning applications.

10.1.1. PF/26/1151 - Solar panels to outbuilding on Thurgarton House, Thurgarton Hall Rd, NR11 8RS.

10.1.2. LA/26/0971 - Solar panels to roof on Thurgarton House, Thurgarton Hall Rd, NR11 8RS.

10.2. To receive planning decisions.

10.2.1. PF/26/0662 - Erection of single story detached cart shed, garage and log store at Homestead, Thurgarton rd, NR11 7NY - APPROVED.

10.2.2. RV/25/2455 - Removal of condition 4 (agricultural occupancy restriction) of planning permission 01 920350 PO - APPROVED.

11. TO DEAL WITH CORRECSPONDENCE

12. TO NOTE ITEMS FOR INFORMATION/FUTURE AGENDA

13. CONFIRM DATE AND TIME OF NEXT MEETING