

CAISTOR ST EDMUND AND BIXLEY PARISH COUNCIL

1 Meadow Cottages, Gull Lane, Framingham Earl, Norwich, NR14 7PN

Tel: 01508 493134 Email: csepc@hotmail.co.uk

Clerk to the Council: Mrs Yvonne Wonnacott

Chair: Mrs Diane Bainbridge

NOTICE OF MEETING AND SUMMONS TO ATTEND

You are hereby summoned to attend a Parish Council Meeting of Caistor St Edmund and Bixley Parish Council at 7.00pm on Wednesday 9th July 2025 at Poringland village hall, The Street, Poringland, NR14 7JT.

The business to be transacted is as follows:

1. Chairs welcome (to include any apologies for absence for approval)

2. To receive declarations of interest

Members are invited to declare personal or pecuniary (prejudicial) interests in any items on the agenda. It is a requirement of the Parish Council (Code of Conduct) that declarations from a Member include the nature of the interest and whether it is pecuniary or an interest other than pecuniary. In the case of a pecuniary interest being declared and no dispensation being sought or approved, the member must disclose the interest and withdraw from the meeting when the item is discussed.

3. To approve a time limit for the meeting

4. To agree minutes of the Annual Parish Council meeting held 7th May 2025

5. Matters arising from the minutes of the Annual Parish Council meeting held 7th May 2025

Not covered by specific items on the agenda.

6. Adjournment for public participation

Resolution to suspend the meeting to invite members of the public to speak (for a maximum of 15 minutes, unless directed by the Chair).

7. County / District Council report(s)

8. Village hall

- a. Tender – vote to be undertaken to award contract in principle
- b. Ecology – update.

9. Finance matters

- a. Finance and Admin Report with financial summaries - for approval
- b. Expenditure for approval/to be noted, as per Finance and Admin Report
- c. Internal auditor – for approval.

10. Planning

- a. Applications received to date for consideration
- b. Decision notices received to date
- c. Development, Land North of Caistor Lane, 2022/2148 – to formally note response from District Council in relation to traffic counts.

11. Administrative updates

- a. Parish Clerk email address
- b. Governance documents
 - i. IT policy
 - ii. Biodiversity policy
- c. 2018/2232, Land North of Heath Farm, Caistor Lane - Adoption of children's play area
- d. Councillor vacancy.

12. Parish land and environmental matters

- a. Raking Pit – update, to include boundaries.

13. Correspondence and consultations

- a. Invitation to join the CPRE Norfolk Anti Mega Solar Alliance
- b. Unnamed correspondence re Land North of Caistor Lane
- c. Norfolk County Council 20 mph Speed Limit Zone Order 2025
- d. Armed Forces Covenant
- e. Parish Partnership Scheme 2026/27.

14. Date of next meeting, Parish Council meeting, 10th September 2025, and items to be considered for agenda

15. Chair's urgent business

Dated: 30th June 2025

Parish Clerk: Yvonne Wonnacott