

# Claxton Parish Council

## Agenda

**Date:** Tuesday 10<sup>th</sup> June 2025

**Time:** 7:30pm

**Place:** Claxton Village Hall

Councillors are hereby summoned to this Parish Council Meeting of Claxton Parish Council. Members of the Press and the Public are invited to attend and address the Council during the public participation session. The law does not permit members of the public and the press to take part in the debates.

*Charlotte Rust*, Parish Clerk & RFO – [clerk@claxton-pc.gov.uk](mailto:clerk@claxton-pc.gov.uk)

1. Welcome from the Chair.
2. To elect a Chair/Vice Chair and sign Declaration(s) of Office.
3. To receive and approve apologies for absence.
4. To receive any declarations of interest from Members & consider requests for dispensation.
5. To approve the minutes of the Parish Council meeting held on Tuesday 18<sup>th</sup> March 2025.
6. Adjournment for Public Participation (15 minutes allowed for).
7. **Matters arising from March's meeting, including Clerk's report.**
8. **Reports from:**
  - 8.1 District Councillor, Councillor Thomson.
  - 8.2 County Councillor, Councillor Mason-Billig.
  - 8.3 Biodiversity, Councillor Wallis-Garcia.
  - 8.4 Traffic and SAM2, Councillor Harwood.
9. **AGAR 2024/2025:**
  - 9.1 To receive and consider the Internal Auditor's report for year ending 31st March 2025.
  - 9.2 To consider whether to exempt for an external audit and if so to authorise the Clerk and Chair to sign.
  - 9.3 To consider the assertions on, and complete, the Annual Governance Statement and to authorise the Clerk and Chair to sign.
  - 9.4 To consider and approve the Accounting Statements and to authorise the Chair to sign.
10. **Internal Control Check:**
  - 10.1 To approve July – September 2024: Councillor Wallis-Garcia to lead.
  - 10.2 To approve January – March 2025: Councillor Harwood to lead.
11. **Policies:**
  - 11.1 **To review:**
    - 11.1.1. Dignity at Work/Bullying/Harassment.
    - 11.1.2. Sickness and Absence.
    - 11.1.3. Financial Regulations.
    - 11.1.4. Privacy Notice.
12. To consider the Leader of South Norfolk District Councils letter regarding Local Government reorganisation.
13. To approve Zurich's insurance quote for the council's insurance for 2025/2026.
14. To receive an update on the council's planning application for the play area.
15. To consider the Public Spaces Protection Order (Dog Fouling & Dog Control).
16. To discuss the village hall car park.
17. **Planning:**
  - 17.1 New Applications: None at time of publication.
  - 17.2 Decisions:
    - 17.2.1. 2025/0368 – Northwinds Cottage – Demolition of rear extensions and erection of two-storey extension, replacement roof to bay window and to front porch. Alterations to fenestration – SOUTH NORFOLK DISTRICT COUNCIL; APPROVED WITH CONDITIONS.