Claxton Parish Council

NOTICE OF MEETING AND SUMMONS TO ATTEND

Parish Councillors are hereby summoned to attend the Claxton Parish Council Meeting to be held on 17 November 2026 at 7.30 pm in the Village Hall for the purpose of transacting the following business.

PUBLIC ATTENDANCE

Members of the public and press are invited to attend. During the Public Forum, the public will be invited to discuss matters on the agenda. This item is limited to 15 minutes.

MEETING PAPERS - Papers presented at the meeting are available on the Parish Council website: www.claxton-pc.gov.uk

S Beckett

Date of Issue: 11 November 2026

Sheila Beckett, Parish Clerk

1. **Welcome from the Chair**
2. **To receive and approve apologies for absence**
3. **Declarations of Interest**
   - 3.1 To note disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting
   - 3.2 To approve applications for dispensation for pecuniary interests
4. **Minutes of the last meeting** 4
   To approve the minutes of the last meeting held on September 2026
5. **Public Forum**
   Adjournment for public participation (15 minutes allowed for)
6. **Matters Arising** 6
   - 6.1 To receive an update on the actions arising from the last meeting
   - 6.2 To receive an update on the status of the Clerk's Actions
7. **Reports from**
   - 7.1 District Councillor, Councillor Thomson
   - 7.2 County Councillor, Councillor Mason-Billig 7.2
   - 7.3 Biodiversity, Councillor Wallis-Garcia
   - 7.4 Traffic and SAM2, Councillor Harwood
8. **Play Area**
   - 8.1. Fencing and access arrangements 8.1
   - 8.2. To consider procedures for weekly equipment checks, record keeping, bin emptying, graffiti/vandalism 8.2
   - 8.3. To consider project finances 8.3

8.4. To consider raising tree crowns to provide shade and Biodiversity Net Gain Undertaking

9. Policies

9.1. Data Protection Policy 9.1

9.2. Financial Regulations 9.2

10. Planning 10

BA/2026/0282/HOUSEH – Erection of freestanding greenhouse

11. Correspondence

11.1 Consultation Open: 26 October to 7 December. NCC Budget Consultation 2027/28 11.1

11.2 Consultation open: 29 October – 26 November. NCC Local List for Validation – Parish Councils 11.2

11.3 SNDC National Scheme of Delegation for Planning Functions 11.3

11.4 Stop-to-Stop Free live bus times for Claxton link for website. 11.4

11.5 1 December 2026 Broads Authority Public Meeting in Acle 11.5

12. Finance

12.1. To receive the Bank Reconciliation and Statement of Accounts as of 4 November 2026 12.1

12.2. To note any receipts and approve payments as detailed in November's payment schedule 12.2

12.3. To discuss draft budget for 2027-28 12.3

12.4. To consider alternative banking arrangements with Unity Trust Bank 12.4

12.5. To discuss problems with Barclays Bank authorisation processes and make payments approved in 11.3

12. Exclusion of the Press and Public

To resolve under section 1(2) of the Public Bodies (Admissions of Meetings) Act 1960, the press and public be excluded from the meeting during item 12.5 on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted namely the personal details of named individuals on the Barclays Bank Mandate Change Form

DATE AND TIME OF NEXT PARISH COUNCIL MEETING

To confirm the next meeting as 19 January 2027 at 7.30 pm