

LITTLE ELLINGHAM PARISH COUNCIL

To all Councillors

**You are hereby summoned to a Meeting of the Council to be held on
Wednesday 5th November 2025 at 7.30pm at Old School Hall, Little Ellingham**

Miss L Dawson
Clerk to the Council

Published: Friday 31st October 2025

Little Ellingham welcomes the public and press to its meetings. The public and press can address the Council during the Open Forum at the beginning of the meeting. The law does not permit members of the public and press to take part in debates.

AGENDA

- 1. Open Forum – Public Speaking**
- 2. To consider any applications for co-option for the 1 vacancy**
- 3. To accept apologies for absence**
- 4. Register of Interests – to declare personal or prejudicial interests in items on the agenda**
- 5. To approve the minutes of the Parish Council meeting held on 3rd September 2025**
- 6. Financial Update**
 - 6.1 To consider the Internal Audit quotes for 25/26.
 - 6.2 To receive an update on a potential application to the Parish Partnership fund for 2026/2027. (Cllr I James)
 - 6.3 To receive accounts, budget comparison, and bank reconciliation.
 - 6.4 To approve the payments and receipts, as presented and any additional payments received before the meeting:

Company	Description	Net	Vat	Gross
PAYMENTS				
Unity	Service Charge 31/10/25	£6.00	£0.00	£6.00
Unity	Service Charge 30/11/25	£6.00	£0.00	£6.00
Unity	Service Charge 31/12/25	£6.00	£0.00	£6.00
Microsoft	Microsoft365 Family Subscription (Refund L Dawson)	£104.99	£0.00	£104.99
Village Hall	Hall Hire 3/9/25	£12.00	£0.00	£12.00
Village Hall	Hall Hire 5/11/25	£12.00	£0.00	£12.00
TTSR	Inv 4 of 4 Grass-Cutting	£210.60	£42.12	£252.72
Staff Costs	Months 8 & 9	£514.56	£0.00	£514.56
RECEIPTS				
Breckland	Precept 2 nd Instalment	£3672.18	£0.00	£3672.18

- 7. Planning**
 - 7.1 To consider any planning applications received from Breckland District Council prior to the meeting.
 - 7.1.1 PL/2025/1528/HOU, Removal of existing extension and conservatory and erection of new extension to rear. The Glebe House Attleborough Road, Little Ellingham. Deadline for response, 7 November 2025.

8. Newsletter

- 8.1 To receive draft and consider additional items for Volume 76, to be published end of November 2025.
- 8.2 To receive email from resident with Newsletter feedback.

9. Policies & Administration

- 9.1 To receive an update on assertion 10, from April 2025, councils will need to confirm compliance with Assertion 10 – Digital and Data Compliance as introduced in the 2025 Practitioners' Guide.
- 9.2 To note the current keyholders and consider any additional keys required.

10. Highways / Roads / Footpaths / Hedges / Trees

- 10.1 To receive an update on recent highways reports.
- 10.2 To receive an update on the current dog waste bins, and any further actions.
- 10.3 To receive the SAM2 report.
- 10.4 To consider the quote for the tree survey from Ravencroft of £295.00 + VAT.
- 10.5 To receive an update on the bus service and any response from NCC Highways or Konectbus.

11. Correspondence

- 11.1 To receive NCC Parish reports from Cllr Edward Connolly, circulated.
- 11.2 Email from Norfolk County Council's Budget Consultation 2026-27, The consultation runs from **Monday 27 October 2025 and closes on Monday 15 December 2025.** The consultation is available here: www.norfolk.gov.uk/budget
- 11.3 Member briefing Note from County Councillor Edward Connolly on 2/10/25.
- 11.4 To receive email from NCC regarding Property Flood Resilience and consider response to the questionnaire.
- 11.5 To note email from Breckland Council regarding Town and Parish Engagement Sessions, the Clerk will be attending on behalf of the Council.
- 11.6 To receive email from Norfolk Constabulary regarding Operation Radium. To consider agreeing to join the trigger plan to share local alerts.

12. To receive updates and discuss any actions relating to Pilgrim Food's.

- 12.1 Meeting held 17th October 2025 with Pilgrims & Cllrs A Fitzgerald and I James.

13. Items for the next meetings agenda.

14. To confirm date of next meetings, beginning at 7.30pm at Old School Hall.

- Wednesday 7th January 2026, Budget-Setting and Precept