



**AGENDA FOR A MEETING OF FRAMSDEN PARISH COUNCIL
TO BE HELD AT FRAMSDEN VILLAGE HALL
THURSDAY 11TH SEPTEMBER 2025 AT 7.30 PM**

The Council, members of the public and press may record/film/photograph or broadcast this meeting when the public and press are not lawfully excluded.

Members of the public are welcome at this meeting – see item 4 on agenda

1. **Appointment of Chair**
2. **Apologies for Absence**
3. **Declaration of Interests.** *To receive disclosures of personal and prejudicial interests from members on matters to be considered at the meeting. The disclosure must include the nature of the interest. If an interest becomes apparent to a member during the course of a meeting that has not been disclosed under this item, the member must immediately disclose it.*

To comply with the approved Standing Orders, the Public Forum (item 4) & Reports (items 5&6) are to be concluded within a 30 minute time slot unless the council agrees to extend this time period.
4. **Public Forum** *At the discretion of the Chairman, members of the public are invited ask questions or make comments/representations about issues on this agenda, or to request items be put forward for consideration at future meeting. This item will be restricted to no more than 5 minutes per contribution. Members of the public are welcome to stay for the duration of meeting (with the exception of confidential matters) but may not contribute within the Parish Council meeting itself unless specifically invited to by the Chairman.*
5. **To Receive District Councillor's Report – District Councillor Nick Hardingham**
6. **To Receive County Councillor's Report – County Councillor Matthew Hicks**
7. **Minutes of previous meeting.** *To resolve that the minutes of the Parish Council Meeting held on Thursday 10th July 2025 be signed as a correct record.*
8. **Matters arising and Action Points from July minutes**
9. **Planning:**
 - a. *To consider any planning applications which have been submitted since the last meeting:*
 - i) *DC/25/03456 – Planning Application – Change of use of agricultural land to garden land. 1 Church View, The Street, IP14 6HQ*
 - b. *To consider any planning applications which have been submitted since agenda published*
 - c. *Updates and outcomes on previous planning applications: None*
10. **Parish Council Activities & Projects**
 - a. *To consider co-option to council.*
 - b. *VHMC Report to include*
 - c. *To consider District Council interim lease for Tollgate Corner with option to purchase within a three-year period.*
 - d. *Emergency Plan Update*
 - e. *Consideration of submission to Community Governance Review to request merger with Helmingham Parish Council*
 - f. *Play Area – to consider quote for No Dogs signage*
 - g. *To consider the adequacy of the Parish Council Insurance Policy in order to renew cover*
 - h. *To adopt Model IT & Email Usage Policy*
 - i. *Policy Reviews*
 - i) *Media (inc. Reporting at Meetings) Policy*
 - ii) *Environmental Policy*
 - iii) *Complaints Procedure*
 - iv) *New Model Statement of Internal Control*
11. **Finance:**
 - a. *To review the Financial Statement for the month, as supplied by the Clerk*
 - b. *Funding Applications:*
 - i) *To consider donation to the Royal British Legion and purchase of a remembrance wreath*
 - ii) *VJ Day 80 Contribution (Not required due to parishioners who organised the event covering the cost)*
 - c. *To accept NJC recommended pay settlement, including backdating pay claim to 1st April 2025*
 - d. *To agree payments as detailed on Payment Schedule*

12. Urgent Matters to be brought to the attention of the Council

*Councillors are requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and **to raise items for future agendas**. Councillors are respectfully reminded that this is not an opportunity for debate or decision-making.*

13. Any Parish Council Confidential Matters

*Should there be any matters to be discussed of a confidential nature, members of the public or press will be asked to leave the meeting. Councillors are respectfully reminded that this is **only for matters which have been previously notified to the Clerk and circulated to Council with due time for proper for consideration**. Should it become apparent during discussion that an item on the current agenda may be considered sensitive and should not be discussed in open forum they may be deferred to this section, however, this should **not** be used as an opportunity for decision making without public scrutiny.*

Sarah Clare, Parish Clerk

05/09/2025