

# THARSTON AND HAPTON PARISH COUNCIL

## NOTICE OF MEETING

Councillors are summoned to attend the Annual Meeting of the Parish Council  
To be held at Hapton Community Cabin, Hapton on Wednesday 15<sup>th</sup> April 2026 at 7.00pm.

### AGENDA

- 1. Public Participation**– County and District Council reports can also be received during this time. (10 minutes maximum).
- 2. Apologies** – To consider accepting apologies for absence.
- 3. Minutes** – To approve the minutes of the last meeting held on the 18<sup>th</sup> March 2026
- 4. Declarations of interests** – To receive any declarations of personal or prejudicial interest from members on any item to be discussed.
- 5. Planning**
  - Planning applications
  - To discuss the Planned Open Space Land
  - To discuss Planning Applications and any received after the agenda is posted
- 6. Governance – To update our public participation scheme**
- 7. Finance –**
  - To note receipts in March 2026
  - To approve the following payments for April 2026**
    - To approve Payments to Parish Clerk Alan Arber for March salary and expenses
    - To approve payment for Clerks pension for March
    - To approve payment to HMRC for tax and NI
    - To approve payment to Handyman for salary and expenses March
    - To approve payment to Viking for Year-end Stationery
    - To approve payment to NPTS for annual subscription
    - To approve payment to Clerk for website subscription
    - To approve payment to Solicitors for land registry work on community area
    - To approve payment to ICO for annual subscription
    - To approve monthly payment for Wi-Fi in the cabin
    - To approve payment to O2 for security cameras
    - To approve payment to scribe for Accounts package
    - To approve payment to Lloyds for monthly credit card charge
    - To approve payment to Unity Trust for Monthly bank Charges
    - Credit Card Payments
    - Wood for Community payback
    - Printer Ink and extra stationery for Year end
    - Microsoft 365 Yearly subscription
    - Plants and compost for planter
  - 7.1. To receive the financial position of the council
  - 7.2 To receive the year-end Figures
  - 7.3 To receive and comment on the year end AGAR section 1 Annual Governance Statements
  - 7.4 To receive and comment on the year end AGAR section 2 Accounting Statements
  - 7.5 To receive the internal auditors report for year end 2025-2026
  - 7.6 To discuss the putting some reserves into either a savings account or CCLA investment account
- 8. Highways** – to receive any updates regarding highways and footpaths.
  - Highway issues
- 9. To receive an update on the following current issues and to consider any necessary actions:**
  - Tree warden's Report
  - Footpath Issues
  - Maintenance and Handyman's report
- 10. To receive an update on the Hapton Community Project**
  - To discuss the purchase of a card reader for events
  - To discuss the purchase of items for the Parish Fete
  - To discuss the costs for a craft group to use the cabin
  - To discuss the installing of rabbit fencing
- 11. To discuss the latest Pylons information**
- 12. To note our comments to East Pye solar**
- 13. To note information on Tas way energy park application**
- 14. To discuss the Norfolk Homes land Meeting and what next steps are**
- 15. To discuss Parish Projects**
  - Newsletter
  - Sam Machine

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- Tharston Phone box
- Parish Councillors/Clerk training/Personal development
- New Defibrillator and Defib Training dates to be fixed.
- Surveyors Land and Christmas tree Order
- Hapton Phone Box
- Neighbourhood watch
- Meeting House Field
- Parish Orchard at Old Village Hall site
- Dog mess in the village

**17. To discuss Green Initiatives moving forward including recycling and actions on the biodiversity policy**

- Green recycling of blister packs and razors
- To note the application to the South Norfolk in Bloom application for £990 match funded by SNDC to the same amount

**18. Public Participation (10 minutes)**

For any Parishioners to comment on any items that have been discussed during the meeting only

**19. To receive items for the next agenda.**

Next Meeting Weds 13<sup>th</sup> May 2026

Alan Arber PSLCC 9<sup>th</sup> April 2026