

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 15th 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 18th 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 Scribe set up licence and initial costs
 - To approve Scribe monthly cost
 - 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 orchard new fence for Community payback
 - Printer Ink and extra stationery for Year end
 - Microsoft 365 Yearly subscription
 - 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

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- Sam Machine
- 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 13th May 2026

Alan Arber PSLCC 9th April 2026