PORINGLAND PARISH COUNCIL

Poringland Community Centre, Overtons Way, Poringland, Norfolk, NR14 7WB
Tel: 01508 492182 Email: clerk@poringland-pc.gov.uk
Website: www.poringlandparishcouncil.gov.uk

NOTICE OF MEETING AND SUMMONS TO ATTEND

Councillors are summoned to attend a meeting of Poringland Parish Council at 7pm on Wednesday 11th March 2026 at Poringland Community Centre.

Members of the public and press are invited to attend.

Signed: *BBethell*
Ben Bethell, Clerk and Responsible Financial Officer to Poringland Parish Council

Thursday 5th March 2026

AGENDA

1. **ATTENDANCE**
   To note those present and consider apologies for absence.

2. **DECLARATIONS OF INTEREST**
   Members are reminded to declare personal and/or pecuniary interests in any items on the agenda in accordance with the Council's Code of Conduct. The Council is to consider any requests for dispensations.

3. **MINUTES OF PREVIOUS MEETING AND MATTERS ARISING**
   To agree minutes of the meeting of 11th February 2026 and to note any matters arising from those minutes.

4. **PUBLIC FORUM**
   - 4.1. District council report (7 minutes)
   - 4.2. County council report (5 minutes)
   - 4.3. Public participation (15 minutes at 3 minutes per speaker, maximum)

5. **PLANNING**
   To consider applications received.
   - 5.1. 2026/0376 - 9 Brooks Meadow Poringland Norfolk NR14 7TP - Single storey extension.

6. ADMINISTRATION

6.1. To receive the Clerk's report.
6.2. To note any questions for the Clerk.
6.3. To review the Freedom of Information Publication Scheme.
6.4. To review the Worker's Protection Policy.
6.5. To review the Councillor Code of Conduct.
6.6. To review the Lone Working Policy.
6.7. To agree a Biodiversity Policy
6.8. To review the Council Risk Assessment.
6.9. To accept the output from the recent NPTS Healthcheck
6.10. To consider soundproofing measures for the new Meeting Room.
6.11. To discuss a change to the Council's HR consultant.
6.12. To consider a poster to help address parking problems on The Footpath.
6.13. To agree the Terms of Reference for the HR Committee.

7. AMENITIES

7.1. To receive an update about the Community Land project and agree next steps.
7.2. To consider the drainage report for Mulberry Park and agree next steps.
7.3. To consider Tree Surveys and ongoing tree works.

8. FINANCE

8.1. To approve the Schedule of Payments
8.2. To note the bank reconciliation.
8.3. Confirm one councillor who will approve payments
8.4. To note contribution rate changes for the Local Government Pension Scheme.
8.5. To note the 2026/27 insurance renewal.

9. NEXT PARISH COUNCIL MEETING

9.1. To note the date and time of the next full council meeting - Wednesday 8th April 2026 at 7pm. The meeting will be held at the Community Centre.

10. CONFIDENTIAL ITEMS - STAFFING

10.1. To resolve to exclude members of the public and press from the meeting for the following items.
10.2. To consider the report regarding Project Ranger and to agree next steps.
10.3. To consider improvements to ensure a consistent and appropriate approach to GDPR.