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 the meeting of Poringland Parish Council at 7pm on Wednesday 9th September 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

Friday 4th September 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 8th July 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. 2026/2346 - Permission in principle of up to 2 No. dwellings - Land West Of Wood Lane Poringland Norfolk

6. ADMINISTRATION

6.1. To receive the Clerk's report.
6.2. To note any questions for the Clerk.
6.3. To receive an update about the Wildflower Meadow and to consider a grant application.
6.4. To receive an update from the Community Centre and Events Working Group and consider requests for the following:
- Access tower for use in the Community Centre
- Additional button access system for the front door of the Community Centre
- Additional projector for hirer use
- Provision of a shower for staff use

6.5. To consider how best to address Health and Safety processes going forwards
6.6. To consider the opportunity to apply for the Parish Partnership grant (Norfolk County Council).
6.7. To receive an update about the allotments and agree a budget for fencing.
6.8. To agree hire of a tracked chipper for use in the woodland.
6.9. To note receipt of the external audit report.

7. FINANCE

7.1. To note payments since the previous meeting.
7.2. To review the Regular Payments List.

8. NEXT PARISH COUNCIL MEETING

8.1. To note the date and time of the next full council meeting - Wednesday 14th October 2026 at 7pm. The meeting will be held at the Community Centre.

9. CONFIDENTIAL ITEMS – PLAY EQUIPMENT TENDER AND STAFFING

9.1. To resolve to exclude members of the public and press from the meeting for the following items owing to the personal and commercial nature of the items.
9.2. To review the tenders for the Mulberry Green Play Area and to agree the appointment of a supplier.
9.3. To consider a request for overtime payment.
9.4. To receive an update about office staffing and ongoing actions.
9.5. To receive and note a report about an HR matter.