

Full Council Meeting

Councillors are hereby summoned to an Ordinary Meeting of Fincham Parish Council on **Wednesday 23 July 2025 at 7.30pm** in **Fincham Memorial Hall**, High Street, Fincham, King's Lynn, PE33 9EJ for the purposes of transacting the following business. Members of the press and public are invited to attend.



**Fincham Parish
Council**

Cllr Janice Lunan

Clerk (Acting)
finchampc@gmail.com

Date of issue: 17/7/2025

Public participation is permitted during the public forum, 15 minutes maximum (3 minutes per person) unless directed by the chairman of the meeting. Only business on this agenda may be discussed and decided upon (for anything else, please contact the Clerk for inclusion at a future meeting).

Agenda

- 1. To note members attendance & receive apologies for absence**
- 2. To receive declarations of interest & consider any requests for dispensation**
- 3. To approve minutes of meeting held on 28 May 2025**
- 4. Appointment of Clerk/Responsible Finance Officer**
- 5. Public forum**
- 6. Reports**
 - 6.1. Norfolk County Councillor
 - 6.2. BCKLWN District Councillor/s
- 7. To report on matters arising from previous minutes or not elsewhere on the agenda (information only)**
- 8. Finance**
 - 8.1. Receive details of monthly receipts (if applicable)
 - 8.2. Note transfer of £5000 from current to savings
 - 8.3. Approve monthly expenditure*
 - 8.4. Review reconciled cashbook*
 - 8.5. Consider Insurance Policy Renewal
 - 8.6. Note the VAT Claim
 - 8.7. Review Assets Register*
 - 8.8. Microsolv - discuss possible renewal
 - 8.9. Approve spend for new Laptop computer and mobile phone for Clerk use
 - 8.10. To note amendment to AGAR form - Accounting Statements 2024-25*
 - 8.11. CiL Annual Return - comments from Borough Council.
 - 8.12. Scribe Accounts package - Consider renewal
 - 8.13. Agree change of Internal Auditor as per NALC guidelines

* Supporting documentation

9. Planning

9.1. Consultations on applications

25/01038/F - Mobile home at Hawksview, Swan Lane.

9.2. Decisions received

10. Parish matters

- 10.1. Return of health & safety inspection sheets / report issues requiring attention
- 10.2. Nature Reserve – receive update (if applicable)
- 10.3. Allotments – receive update
- 10.4. SAM2 – receive service update
- 10.5. Defibrillator – receive update
- 10.6. Footpaths – receive update
- 10.7. TROD – receive update (if applicable)
- 10.8. Biodiversity – receive update.

11. To hear correspondence received & consider action

- Statement of Licensing Policy Review - KLWNBC (forwarded to Councillors 02.06.25)
- Consider joining Solar Farm Alliance
- To note increase to ground maintenance charges - Nurture.
- Borough Council email re BOOST - flyers/posters.
- Bid for Parish Partnership 2026/27
- Email from resident worried about junction at Marham Road & A1122
- Notification from resident regarding public use of fire hydrant at Boughton Road.
- Poppy Appeal Orders and Payments.

12. Newsletter

Date of next edition & items for inclusion

13. Internal Council Affairs

13.1 Handover of Council office equipment and files to new Clerk

14. To propose agenda items for next meeting

15. To confirm date & time of next meeting

Wednesday 24 September 2025 at 7.30pm.