

# HEVINGHAM PARISH COUNCIL

Clerk: Mrs Karen Medler  
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## NOTICE OF MEETING and SUMMONS TO ATTEND

The next meeting of the Parish Council will be held on Tuesday  
2<sup>nd</sup> September 2025 at 7:30pm at Hevingham Village Hall

## AGENDA

1. Open forum for Public Participation
2. To approve apologies for absence (telephoned to the Clerk in advance)
3. To receive Declarations of Interest and consider any requests for Dispensation
4. To accept the minutes of the Council meetings held on 1<sup>st</sup> July and 15<sup>th</sup> July 2025
5. To report on matters arising from the previous meetings not on the agenda – for report only
6. Matters for Discussion and Decision:
  - a) **Finance**
    - i) To agree accounts for payment
    - ii) To receive External Audit Report
    - iii) To agree costs to replace SAM sign batteries
    - iv) To agree new electricity contract
    - v) To discuss and agree replacement of defibrillators
    - vi) To discuss and agree possible replacement of the small swings at the Village Hall
    - vii) To note salary increase for Clerk
  - b) **Allotments**
    - i) To receive any updates and agree the necessary action
    - ii) To consider any new 'issues' raised and agree the necessary action
    - iii) To review and agree any changes to the village allotment rents
  - c) **Village Hall Play Area Inspection** – to note present position and agree any action
  - d) **Outdoor maintenance at Village Hall** – to note present position and agree further action
  - e) **Installation of barrier at Village Hall** - to note present position and agree any further action
  - f) **Goals at Village Hall** - to note present position and agree future pitch marking
  - g) **Replace posts and raised bed on Village Green / Triangle** – to discuss and agree any action
  - h) **Planning**
    - i) To discuss any new applications: None at present
    - ii) To note responses to applications considered in between meetings:  
2025/2024 – Lake View Cottage, 39 Brick Kiln Road – Single storey rear extension
    - iii) To note outcomes of previous applications
  - i) **Highway Matters** - to note any new issues and agree the necessary action
7. Matters to report:
  - a) **Correspondence**
  - b) **Clerks report**
  - c) **Village Hall Report**
  - d) **Police report**
  - e) **District and County Councillors reports**
8. Matters for future discussion and to note date of next meeting – 7<sup>th</sup> October 2025