

BERGH APTON PARISH COUNCIL AGENDA FOR PARISH COUNCIL AGM
WEDNESDAY 6TH MAY 2026 AT THE VILLAGE HALL 7.00 PM

Councillors are summoned to attend the above meeting and all members of the press and public are welcome to attend.

1. Election of Chair – Declaration of Acceptance of Office
2. To receive apologies for absence and Declarations of Interest.
3. Resignation of Councillor Martin Graystone and appointment of new Councillor.
4. To approve the Minutes of the Parish Council meeting 4th March 2026
5. Presentation of County Councillor's Kay Mason-Billig Report and/or District Councillor John Fuller: General reports from Kay Mason-Billig received 10th March 2026 and 2nd April 2026 and circulated to the Parish Council. Reports not specific to the Village.
6. To receive any questions or comments from members of the Public on matters on the agenda
7. Report of Auditor.
8. Finance For the Financial Year 2025/2026.
 - 8.1. To Consider the Certificate of Exemption for Approval.
 - 8.2. To consider Section 1 of the Annual Governance and Accountability Return 2025/2026 (AGAR) accounting statements for approval.
 - 8.3. To consider the explanation of any significant variances for approval. Section 2 Accounting Statements 2025/2026.
 - 8.4. To note the Notice of Public Rights and Publication of Unaudited AGAR
 - 8.5. To approve the following payments :-

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- (i) Monthly direct debits to Ionos for website support and cloud storage £17.99 and £6.60
- (ii) Charitable Donation to maintenance of Bergh Apton Church £100.00
- (iii) Payment made to Westcotec for repairs to the Village SAM Equipment £93.00
- (iv) Clerk's Salary April and May
- (v) Payment to NPTS annual subscription £98.96
- (vi) Cheque to Zurich Insurance for Policy premium £737.26

8.6 Allocation of CIL funds £2062.18. Earmarking of funds of £1700.00 for Play area repairs/Defibrillator

9. To report progress on items on the Agenda arising from the last meeting (Clerk's Report):
- (i) Progress of bus shelter lighting adjustment of sensors.
 - (ii) Removal of side/front panels to bus shelter following previous vandalism and report on that from Guy Warde-Aldam
 - (iii) Installation of Signage in the Village Hall play area
 - (iv) Repairs to the rocks on wall of play area equipment
 - (v) Latest position on installation of the lecterns and installation ceremony
 - (vi) Charitable donation to Byrus
10. Renewal of Parish Council Insurance with Zurich – 3 Year Policy offered on same terms with a discounted premium for the 3 year term. Note that the Parish Councillors agreed to continue insuring with Zurich.

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11. Planning Applications:

11.1 (a) J Hemmant Application Change of Use 2024/0499 For events up to 50 at The Winery, Loddon Road, Bergh Apton. Passed Management Committee on the 8th April 2026.

(b) R Forman's application Lane East of Village Hall Cookes Road 2024/3402 3 Custom Build Dwellings. Consultation Date awaited. Further email sent to Ellie Yarham on the 6th March concerning consultation date but no further information received.

(c) 2026/0574 The Cottage Threadneedle Street Approval of Conditions 6 and 11 (of 2025/1397) air source heat pumps and surface water drainage.

(d) 2026/0587 Listed Building Consent Application for essential repairs and strengthening of existing barn at Holly Farm Loddon Road Bergh Apton

11.2 Any planning applications which are pending the Council making comments.

11.3 Consider any Planning Applications received after Agenda posted.

12. Targeting introduction of 30 MPH on the Street – Any feedback from Gary Overland/Kevin Allen.

13. Damage to Trees on Cookes Road – (a) Do the Parish Council wish to appoint a Tree Warden and (b) Email from Chris Popplewell dated 14th April 2026.

14. Ranger Services – Signage in Village for Footpaths/Rights of Way made good.

15. Making good of Tractor and Trailer Tracks on the fields adjacent to Kevin Parfitts Land

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16. Foot Path Audit – Sue Price’s Footpath Audit circulated to Councillors on 27th April 2026. Richard May’s email to the Parish Council dated 30th March 2026.
17. Play area annual inspection. The Parish Councillors agree future inspections to be undertaken by South Norfolk District Council whose reports are clearer. SNDC will inspect in October this year, slightly later than the July inspection previously undertaken by ROSPA.
18. Following the Invitation from the Bergh Apton Village Hall Committee, Hugh Porter who currently represents the Parish Council will continue to do so.
19. Priscilla Bacon Hospice Charity. Sue Price’s Report
20. Review Parish Council Governance Documents:
 - (i) Statement of Internal Controls.
 - (ii) Parish Council Co-Option Policy
 - (iii) Asset Register
21. Items of a Confidential Nature.
22. Corvue Enforcement Reports
23. Matters for Agenda for next meeting including annual review of additional Governance Documents
24. To Agree Annual Parish Meeting Wednesday 20th May 2026 at 7.00 pm at The Village Hall, Bergh Apton (doors opening at 6.30 pm for drinks) and the next Parish Council Meeting Wednesday 1st July 2026 at 7.00 pm at The Village Hall.

Prepared by Clerk Renata Thornber