

CAISTOR ST EDMUND AND BIXLEY PARISH COUNCIL

1 Meadow Cottages, Gull Lane, Framingham Earl, Norwich, NR14 7PN

Tel: 01508 493134 Email: csepc@hotmail.co.uk

Clerk to the Council: Mrs Yvonne Wonnacott

Chair: Mrs Diane Bainbridge

NOTICE OF MEETING AND SUMMONS TO ATTEND

You are hereby summoned to attend a Parish Council Meeting of Caistor St Edmund and Bixley Parish Council at 7.00pm on Wednesday 12th November 2025 at Poringland village hall, The Street, Poringland, NR14 7JT.

The business to be transacted is as follows:

1. Chairs welcome (to include any apologies for absence for approval)

2. To receive declarations of interest

Members are invited to declare personal or pecuniary (prejudicial) interests in any items on the agenda. It is a requirement of the Parish Council (Code of Conduct) that declarations from a Member include the nature of the interest and whether it is pecuniary or an interest other than pecuniary. In the case of a pecuniary interest being declared and no dispensation being sought or approved, the member must disclose the interest and withdraw from the meeting when the item is discussed.

3. To approve a time limit for the meeting

4. To agree minutes of the Parish Council meeting held 10th September 2025

5. Matters arising from the minutes of the Parish Council meeting held 10th September 2025

Not covered by specific items on the agenda.

6. Acquisition of Go-East Anglia and Passenger First Network

To be noted and to invite members of public to raise any questions.

7. Adjournment for public participation

Resolution to suspend the meeting to invite members of the public to speak (for a maximum of 15 minutes, unless directed by the Chair).

8. County / District Council report(s)

9. Finance matters

- a. Expenditure for approval/to be noted
- b. Donations 2025/26 – approval for payment
- c. Community Action Norfolk – upgrade to silver membership for approval
- d. Draft budget 2026/27 – for discussion with view to agreement in principle
- e. 2025-26 Winter pressures grant application - update
- f. SAM2 Arminghall – update as to whether funding is available
- g. Bus Shelter Grant scheme – update.

10. Village hall

- a. Refurbishment works - update
- b. Opening of hall
- c. Future management of hall – consideration of management committee

- d. Operational requirements
- e. Occupancy limit – to note agreed limit set
- f. Consideration of future works – including kitchen extension – for initial discussion.

11. Planning

- a. Applications received to date for consideration
- b. Decision notices received to date
- c. Public consultation: Proposed development of homes and public space at land east of Bungay Road, Framingham Earl – to be noted.

12. Administrative updates

- a. New website and email address– to be noted
- b. 2018/2232, Land North of Heath Farm, Caistor Lane - Adoption of children's play area
- c. Mindful Town and Village event – future hosting of event for consideration
- d. Councillor vacancy.

13. Parish land and environmental matters

- a. Tree survey report – for discussion
- b. Raking Pit – update
- c. War memorial – to note recent tidy up of area and presence of mole holes.

14. Correspondence and consultations

- a. Invitation to join the CPRE Norfolk Anti Mega Solar Alliance
- b. PFR (property flood resilience) engagement pack and questionnaire
- c. Design Code SPD (Supplementary Planning Document) consultation.

15. Date of next meeting, Parish Council meeting, 7th January 2026, and items to be considered for agenda

Dated: 31st October 2025

Parish Clerk: Yvonne Wonnacott