MELTON CONSTABLE PARISH COUNCIL
Melton Constable Country Club
6 Briston Road, Melton Constable NR24 2DA

You are hereby summoned to attend the Parish Council Meeting of Melton Constable Parish Council on Tuesday 3rd March 2026 at 7.30 pm.
This meeting will be held at Melton Constable Country Club, Melton Constable

Clerk to the Parish Council : Amanda Yacoubian Dated: 24th February 2026
https://meltonconstable-pc.gov.uk/

Agenda

1. To consider accepting apologies for absence
2. To consider the co-option of a new Councillor to fill a vacancy
3. To receive declarations of interest for items on the agenda
4. To approve the minutes of the Parish Council Meeting held on 6th January 2026
5. To consider matters arising from the last minutes (not on the agenda) for information purposes only
6. To adjourn the meeting to allow for public participation
7. To receive County and District Councillor reports
8. To receive members' reports: Play Area, Churchyard; Southside; Bus Shelter; Recreation Ground; Northside, Allotments
9. To consider Planning Applications
   (i) **PF/25/2833** Single storey extension to converted barn comprising a bedroom, office, utility and entrance hallway along with home office space. The Workshop Burgh Parva Barns Holt Road Melton Constable Norfolk NR24 2PU
   (ii) **PF/25/2594** - Replacement of two windows in front elevation and one in side elevation, 4 Melton Mews Briston Road Melton Constable Norfolk NR24 2DP - APPROVED
10. Finances

(i) To approve financial statement (Cash book, bank statement, bank reconciliation)
(ii) To agree payments & receipts (circulated by the Clerk on 23rd February 2026)

Payments

22/01/2026	Npower	Elec DD	£111.67
23/01/2026	HMRC DD	Clerk PAYE	£352.11
26/01/2026	Oliver Husar	Tree Services	£850.00
28/01/2026	Melton Constable Country Club	Storage & room hire	£45.83
28/01/2026	A Yacoubian	Clerk salary January	£411.35
30/01/2026	Cozens INV - 10137	Street lights s/o	£36.00
31/01/2026	Unity Trust	Service charge	£6.00
13/02/2026	Secret Gardens	Allotments 13b,45,50	£546.00

Receipts

Allotments £50.00

11. Street Lamps – Recent emails received re faulty Street Lights
12. Clerk report

    Policies - ICO Publication Scheme, ICO Freedom of Information on Information, Annual Review of the Effectiveness of the Internal Audit, Internal Control Policy, Risk Management, Asset Register.

    Drain cover outside the co-op on Briston Road reported

    Sovereign play area inspection Friday 6th March 2026

    Eastern AOF (Allotments Officers Forum) - 9th March

13. Date and time of the next Parish Council meeting:

    Annual Parish Council Meeting and Annual Parish Meeting - Tuesday 5th May 2026

Amanda Yacoubian 24th February 2026