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 25th August 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: 18th August 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 7th July 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 from Cllr Andrew Brown
8. To receive members' reports: Play Area, Churchyard; Southside; Bus Shelter; Recreation Ground; Northside, Allotments
9. To consider Planning Applications
   (i) **PF/26/0864 -** Location: The Workshop, Burgh Parva Barns, Holt Road, Melton Constable, Norfolk, NR24 2PU. Single storey extension comprising an inner hallway accessing a new bathroom and new multi-use room for bedroom / study / gym – APPROVED
   (ii) **NP/26/1317** - Melton Constable - Agricultural Building, Tower Bank Industrial Estate, Hindolveston Road. Notification of proposed extension of a building for agricultural use – Dutch barn canopy extension to existing general purpose building - Prior Approval not required
   (iii) **PF/26/0686** & **LA/26/0687** - Internal alterations to facilitate reconfiguration of internal layout, and erection of single-storey extension to provide accessible bedroom - Gardeners House Melton Park Hindolveston Road Melton Constable Norfolk NR24 2NG - APPROVED
10. Finances
    (i) To approve financial statement (Cash book, bank statement, bank reconciliation)
    (ii) To agree payments & receipts (circulated by the Clerk on 17th August 2026)

Payments

29/06/2026	Room hire & storage	£45.83
30/06/2026	Cozens 10761 Street Lights	£36.00
30/06/2026	Unity Trust Service Charge	£7.00
21/07/2026	Npower IN15910570 Electricity D/D	£41.95

22/07/2026	Jake Neale Recycling	Clearing Allotments	£264.00
22/07/2026	Norfolk ALC	Website Hosting	£86.88
22/07/2026	Norfolk ALC	Domain renewal	£69.48
22/07/2026	P Minns	Grass cutting	£450.00
22/07/2026	Reboot Systems	Laptop repairs	£30.00
23/07/2026	HMRC D/D	Clerk	£397.95
28/07/2026	Room hire & storage		£45.83
28/07/2026	A Yacoubian	July Pay	£438.83
30/07/2026	Cozens 10866	Street Lights	£36.00
31/07/2026	Unity Trust	Service Charge	£7.00
12/08/2026	P Minns	Grass cutting	£225.00
12/08/2026	PKF Littlejohn	External audit	£252.00
12/08/2026	Secret gardens	Allotment clearance	£108.00
13/08/2026	BC Landscaping	Grass cutting 9 cuts	£3,240.00

Receipts - None

11. To decide on bus shelter display - MC History Group
12. To decide on preparation for Remembrance Sunday on 8th November
13. To decide on a new Notice Board
14. Clerk report/Policies – Consider date for January meeting, Standing Orders Policy, Mobile Connectivity Survey
15. Date and time of the next Parish Council meeting: 3rd November 2026