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 November 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: 27th October 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 25th August 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:, Churchyard; Southside; Bus Shelter; Recreation Ground; Northside, Allotments, play area inspection - Matting
9. To consider Planning Applications
   (i) **PF/26/0429** Barn At End Of, Hazelwood Lane, Ridlands Road, Briston, Proposal: Installation of ground mounted solar PV Panels for use by adjacent dwelling known as the Cowshed - (Retrospective) Decision: APPROVED
   (ii) **NMA/26/2053** Non-material amendment of planning permission PF/25/2507 (Single storey extensions to dwelling. Detached garage) to allow reduction in size of Bathroom Window Foxburrow 13A The Dairy Farm Melton Park Hindolveston Road Melton Constable Norfolk NR24 2NG - APPROVED
   (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
   (iv) Lawful Development Certificate for proposed conversion of loft to bedroom and installation of rooflights At: Sloley House, 27 Briston Road, Melton Constable, Norfolk, NR24 2DG. Appeal against Approval – Appeal Allowed
10. Finances
    (i) To approve financial statement (Cash book, bank statement, bank reconciliation)
    (ii) To agree payments & receipts (circulated by the Clerk on 26th October 2026)

Payments

24/08/2026	Npower A0009232322001	Electricity D/D	£45.44
28/08/2026	Melton Constable Country Club	Room hire & storage	£45.83
28/08/2026	A Yacoubian	Clerk salary	£438.63
31/08/2026	Unity Trust	Service Charge	£7.00
01/09/2026	Cozens 11037	Street Lights	£36.00
21/09/2026	Npower IN16314166	Electricity D/D	£54.73
23/09/2026	P Minns grasscutting		£225.00
23/09/2026	A Yacoubian	print cartridge/4	£7.37
23/09/2026	A Yacoubian	envelopes & stamps	£30.55
23/09/2026	Parish Noticeboard	Deposit	£960.00
25/09/2026	A Yacoubian	Poppy wreath & crosses	£83.00
28/09/2026	Melton Constable Country Club	Room hire&storage	£45.83
28/09/2026	A Yacoubian	Clerk salary & backdated payrise	£525.35
30/09/2026	Cozens INV 11119	Street Lights	£36.00
30/09/2026	Unity Trust	Service Charge	£7.00
16/10/2026	P Minns	Grasscutting Sept	£450.00
16/10/2026	Secret gardens	Allotments	£144.00
16/10/2026	Parish Notice Board Company	Notice Board	£960.00
16/10/2026	Allotment deposit refund		£15.00
21/10/2026	Npower IN16505285	Electricity D/D	£64.17
23/10/2026	HMRC D/D	Clerk	£425.95

Receipts

Allotments rents received £1300.55

(iii)**To set the budget for 2027/2028**

11. Street Light not working outside 16 Grove Road, Melton Constable NR24 2DE
12. To decide on preparation for Remembrance Sunday on 8th November
13. Update on new Notice Board
14. Email received 11th Oct 26 regarding a proposed exhibition 2nd May to 8th May 2027
15. Clerk report/Policies – FOI Training course Clerk, Email received regarding the field at the top of Meadow Lane, Defibrillator
16. Date and time of the next Parish Council meeting: tbc
17. Clerk employment

    17.1 Resolution to close the meeting to the press and public under the Public Bodies (Admission to Meetings) Act 1960

    17.2 To agree National Joint Council (NJC) for Local Government Services annual payrise of 3.3% backdated to April 2026
18. To close the meeting