

STANHOE PARISH COUNCIL

PARISH COUNCIL MEETING – AGENDA 24th March 2026

Clerk: Nicola Smith

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I hereby give you notice that the Parish Council meeting of the above-named Parish Council will be held in The Reading Room and Village Hall, Cross Lane, Stanhoe on Tuesday 24th March 2026 at 6.00pm. All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder.

Stanhoe Parish Council welcomes the public and press to its meetings. The public and press can address the Council during the Public session. The law does not permit members of the public and press to take part in the debates.

1. Welcome by Chair
2. Public Session in accordance with the Public Participation Policy – Maximum time 15 minutes, 3 minutes for each person as per Standing Orders
3. Present and apologies
4. To receive declaration of interests on agenda items. Please indicate whether the interest is a personal one or one which is also prejudicial. A declaration of a personal interest should indicate the nature of the interest and the agenda item to which it relates. In the case of a personal interest the member may speak and vote on the matter. If a prejudicial interest is declared the member should withdraw from the room whilst the matter is discussed.
5. Confirmation of the minutes Parish Council meeting 14th January 2026
6. Co Option of Councillor
7. Matters arising

To maintain village appearance and amenities

7.1 – Playground and maintenance - update

To ensure safety of the community

7.2 – Highways and Trods – update

7.3– SAM 2 and Speedwatch - update

7.4– Speed limit strategy – update

7.5 - Rural Crime Prevention talk – update

7.6 – Burnham Road accidents – update

To ensure Council meets governance requirements and is financially responsible

7.7 – Signatories for Barclays and The Cambridge Building Society – update

7.8 – Purchase of Council laptop-update

8. Agenda Items

8.1 – Confirmation of May meetings APM and APCM

To maintain village appearance and amenities

8.2 – Annual Inspection of Council assets and checklist – Council to approve

8.3 – Approval of SAM policy and risk assessment

8.4 – Parish Infrastructure Investment Plan – Council to discuss completion

To ensure safety of the community

To ensure Council meets governance requirements and is financially responsible

8.5 – Approval of Health and Safety Policy

8.6 – Approval of Lone Working Policy and Risk Assessment

8.7 – Approval of updated Publication and Charging policy (currently known as Freedom of Information Policy)

8.8 – Approval of Insurance Policy

The above policies are best practice for Risk Management and Governance for the Council

9. Borough and County Councillor updates

9.1 – Borough Councillor update

9.2 – County Councillor update

10. Correspondence received after agenda published

11. Finance

11.1 To approve accounts for payment.

NAME	BUSINESS	GROSS
NICOLA SMITH	CLERKS SALARY JANUARY	£292.96
NICOLA SMITH	CLERKS SALARY FEBRUARY	£292.96
NICOLA SMITH	CELRS SALARY MARCH	£292.96
HMRC	PAYE JANUARY	£73.24
HMRC	PAYE FEBRUARY	£73.24
HMRC	PAYE MARCH	£73.24
NICOLA SMITH	CLERKS EXPENSES INCLUDING	
	COUNCIL LAPTOP	£504.98
EE	EXPENSES JAN/FEB/MAR	
	VILLAGE HALL BROADBAND	
	JANUARY	£34.99
	FEBRUARY	£34.99
	MARCH	£34.99
NORFOLK PARISHES AND TRAINING	CLERK TRAINING – RISK	
	MANAGEMENT	£72.00
MICROSOFT	MICROSOFT 365 SOFTWARE	£84.99
SQUARESPACE	STANHOE.ORG	£244.80
DOCKING PARISH COUNCIL	COUNCILLOR UPDATES AND	
	TRAINING	£40

