

# THORNAGE PARISH COUNCIL

Parish Clerk and RFO : Kerry Harris  
89 The Street, Barney, Norfolk  
Tel: 01328 822583; email: thornageparishcouncil@gmail.com

14<sup>th</sup> May 2025

Dear Councillors

You are summoned to the Annual Parish Council Meeting of Thornage Parish Council on Wednesday 21<sup>st</sup> May 2025 at 6.30pm at All Saint's Church, Thornage.

*Kerry Harris*, Parish Clerk

## Agenda

1. Election of Chairman – Sign Declaration of Office
2. Election of Vice Chairman – Sign Declaration of Office
3. To welcome those present to the meeting
4. To consider apologies for absence
5. To receive declarations of interest in items on the agenda and consider any requests for dispensations.
6. To approve minutes of the meeting held on 12<sup>th</sup> March
7. Matters Arising
8. To review the minutes of the Annual Parish Meeting
9. Open Forum for Public Participation
  - i. Receive reports from NNDC Cllr Brown and NCC Cllr Dalby
  - ii. Receive reports from other organisations (Friends of Thornage, the Church, Thornage Hall)
  - iii. Opportunity for members of the Public to ask questions or raise concerns.
10. To receive an update from the Chairman since the last meeting
11. To receive the Clerk's report
12. Planning Matters
  - i. To receive an update on current planning applications:
  - ii. To Approve the PC response on new Planning Matters
13. Highways Matters
  - i. To consider and Approve any action on funding for a bus shelter
  - ii. From the Annual Parish Meeting - to consider any action on signage along the B1110
  - iii. From the Annual Parish Meeting – to consider the impact of vehicle weight in Thornage
  - iv. From the Annual Parish Meeting - to consider bus travel from Thornage
14. To receive an update on Green Spaces in the Parish and Approve any action
15. To receive an update on the Volunteers Group
16. To receive an update on the Village Survey
17. To receive an update on the defibrillator training
18. Finance and Governance Matters
  - i. Agree the Internal Audit undertaken for y/e 31<sup>st</sup> March 2025
  - ii. Agree the signing of the Exemption Certificate for 2024/25
  - iii. Agree the Governance Statement for 2024/25 (AGAR Form 2)
  - iv. Agree the Accounting Statement for 2024/25 (AGAR Form 2)
  - v. To note the dates of the Notice of Public Rights
  - vi. Approve the Cashbook and Payments list
  - vii. To Approve a Grant to Thornage All Saints PCC
  - viii. Approve the Asset Register
  - ix. Approve the annual Insurance quotation
19. To consider the recommendations in the Practitioner's Guide regarding the website and email addresses effective from 1<sup>st</sup> April 2025 and Approve any action
20. To Approve the publication of the next Newsletter
21. To note any correspondence

NCC LGA interim Re-organisation Submission  
Recycling credits audit  
NNDC Response to LGA Re-organisation

NPTS Spring update  
Resident's email on Highways matters  
M Dalby April report

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Briston Invite to VE Day for PC Chairs

NCC funding for bus shelters

NNDC Planning Training

NCC Cllr Dalby May and Annual Reports

Domain name requirement for PCs

May closure of B1354

Environment Agency – local work

22. To set the rota for the Bottle and Paper Banks [April - Cllr Cox, May - Cllr Earp, June - Cllr Hammond]
23. Any Other Business/ Items for future agenda (for information only)
24. To confirm the date for the next meeting:
25. To close the meeting

Attachments: Minutes (March meeting), AGAR Form 2, Internal Audit Report, Cashbook, Payment List, Thornage PCC Grant Application, Asset Register