

Snettisham Parish Council

Full Council Agenda

Councillors are summoned and members of the press and public are invited to a meeting of Snettisham Parish Council to be held on **Tuesday 9 September 2025 at 6.00pm**. The meeting will be held in the Royal British Legion Hall, Church Road, Snettisham, PE317NJ.

Parish Clerk
Roberta Mason

Summons issued 4.9.2025

1 To note members attendance & receive apologies

2 Members' declarations of interest

Members are invited to declare any financial or other interest, relating to any item on the agenda, that may be a conflict of interest, and to ask for a dispensation to remain in the meeting during the item and vote on such matters.

3 Co- Option of new Councillors

4 Public Participation - Any member of the public attending the meeting may speak and address the Council, on any item of Parish Council business. Maximum 3 minutes per speaker and 15 minutes in total for all speakers.

5 Reports

Norfolk County Councillor Stuart Dark
BCKLWN District Councillor Stuart Dark

6 Minutes

To approve and sign the minutes from the meeting on 8 July 2025

7 Finance

- 7.1 To receive bank reconciliation reports for the end of August 2025 and note bank balances
- 7.2 To consider and approve the payments and receipts list, plus any additional payments circulated by the clerk prior to the meeting.
- 7.3 To consider quote for new streetlamp at Shelduck Drive
- 7.4 To reconsider quotes for work at Market place
- 7.5 To consider locksmith quote for flagpole
- 7.6 To consider quotes for the painting the play area fencing
- 7.7 To consider quotes for CCTV installation at the Church Road Play Area
- 7.8 To consider quotes for new windows & door for the Parish office
- 7.9 To consider a quote for the painting of the bus shelter (Market Place)
- 7.10 To consider a quote for the installation of a bench (factor shop corner)
- 7.11 To consider a quote for the installation of 2 litter bins
- 7.12 To consider quotes for tree survey recommended Tree work
- 7.13 To consider a request for aa new dog litter bin at Beach Road.

8 Risk Management Assessment

To approve the Council's Risk Management Assessment 2025

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9 Personnel

- 9.1 To discuss and approve the appointment of a handyman- *confidential staffing* details to be discussed at item 17
- 9.2 To discuss the reappointment of an administrative assistant- *confidential staffing* details to be discussed at item 17

10 Allotments

- 10.1 To review and sign the Agreement with the Allotment Association
- 10.2 To review and sign the Allotment Lease with the Ken Hill Estate.

11 Church Road Play Area

To consider and approve spending on new equipment for the under 5's.

12 The Common

- 12.1 To consider and approve of any works required and help from Gaywood Valley conservation group for winter maintenance.
- 12.2 Note and discuss issues with a tree beetle affecting some pine trees and agree a course of action.

13 Street Lighting

To discuss the Council's current street lighting maintenance contract- *commercially sensitive contract issues* to be discussed at item 18

14 Parking

To discuss the parking issues within the village

15 Clerk's report and other correspondence

To receive updates and deal with any correspondence received by the clerk

16 Planning - To receive and consider planning applications and decisions received from the planning authority - Borough Council of Kings Lynn & west Norfolk.

See attached list of applications and decisions received to the Borough Council Planning website. Any further applications received up to the date of the Council meeting, will also be considered.

17 Date of next meeting

Next Full Council – The next meeting is Tuesday October 2025, 6pm

18 To resolve to move into closed session on the grounds of confidentiality in accordance with the Public Bodies (Admission to Meetings) Act 1960 S.1 (2) On the basis the discussions require confidentiality to protect individuals' identity, privacy and data and that contractual details of a sensitive commercial nature.

- I. To consider the contractual terms and potential personnel for items 9 above.
- II. To discuss contractual issues relating to the existing street maintenance provider.

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Applications to Borough Council of Kings Lynn & West Norfolk

25/01379/F	Snettisham	Householder: Single storey front and rear extensions to bungalow.	http://online.west-norfolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T1D3QWIVHPP00
	E: 568224 N: 333887	55 Goose Green Road Snettisham King's Lynn Norfolk PE31 7PW	

Decisions by Borough Council of Kings Lynn & West Norfolk

25/01083/F	Snettisham	HOUSEHOLDER - Extension & Alterations to dwelling	Application Permitted	http://online.west-norfolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SYFJUCIVLPY00
	E: 568486 N: 333882	30 Lynn Road Snettisham King's Lynn Norfolk PE31 7QB	14 August 2025 Delegated Decision	

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25/01112/F	Snettisham	VARIATION OF CONDITION 2 OF PLANNING PERMISSION 24/00138/F: Construction of one single storey dwelling with parking and garaging	Application Permitted 19 August 2025 Delegated Decision	http://online.west-norfolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SYMVD8IVLYA00
	E: 568133 N: 334122	Land Between 6 And 10 Teal Close Snettisham Norfolk		
25/00155/TREEC A	Snettisham	Remove 1 Large branch (The lowest one) from Sycamore Tree (T1) Back to the trunk that overhangs the main wall at the front of the Property and underlying shrubs. This should help to rebalance the visual appearance of the tree.	Tree Application - No objection 20 August 2025 Delegated Decision	http://online.west-norfolk.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=T06IH3IVMPY00
	E: 569035 N: 334342	St Marys Vicarage 12 Old Church Road Snettisham KINGS LYNN Norfolk PE31 7NA		