

**NOTICE OF PARISH COUNCIL MEETING****Members are duly summonsed to attend****MONDAY 10th November 2025, LAYER VILLAGE HALL, 7:30pm**

Clerk and Responsible Financial Officer: Mark Large

2526/71 APOLOGIES - RECEIVE and **APPROVE** apologies for absence**2526/72 DECLARATIONS OF INTEREST - RECEIVE** declarations of interest relating to the agenda, **NOTE** decisions of requests for dispensation relating to the agenda**2526/73 PUBLIC PARTICIPATION** (*not exceeding 15 minutes, individuals can speak for a maximum of 3 minutes each*)

- a. **RECEIVE** reports from City Councillors
- b. **RECEIVE** public comments relating to the agenda or matters for future consideration

2526/74 MINUTES (previously circulated)

- a. **APPROVE** minutes of the previous meeting – *for signature by the Chair*
- b. **RECEIVE** minutes of the previous Personnel & Finance Approval Committees Meeting

2526/75 GOVERNANCE

- a. **CONSIDER** and **RESOLVE** to **APPROVE** recommendations of the Personnel Committee
- b. **CONSIDER** and **RESOLVE** to **APPROVE** recommendations of the Finance Approval Committee
- c. Risk Register review - **CONSIDER** then formulate any resolution deemed necessary, along with any further actions
- d. Rolling policy review – as part of the new approach of rolling policy and procedure reviews, **RESOLVE** to **APPROVE** the following without change (previously adopted Feb 25):
 - Document retention and Disposal Policy

2526/76 PLANNING

- a. [252332](#) – Horseshoe Cottage, Church Road, Application for a lawful development certificate for proposed conversion of existing garage into garden annex, replacement of garage door opening to window to front elevation, enlargement of entrance door on side elevation to accommodate future wheelchair use
- b. [252246](#) - Yorznmyne, Abberton Road - Garage conversion and replacement garage.

2526/77 FINANCE

- a. **RECEIVE** update from Clerk & RFO/Chair Finance Approval Committee

2526/78 PARISH MATTERS – for each item, discuss and formulate any resolution deemed necessary, along with any further actions

- a. S106 Agreements/5 Year Plan Working Party – **RECEIVE** report
 - List of projects approved for development
 - Have one or two worked up ready should funding opportunities arise (e.g. annual PFCC Community Safety Development Fund)
 - Clerk & RFO update on projects
- b. Denbury – Housing Association/Shared Housing
- c. CALC Meeting update
- d. Multi Sports Courts Maintenance (IM) – update
- e. Speeding/antisocial driving
- f. Collapsing pathway on approach to Kingsford Bridge
- g. CCTV update

- h. Village Hall disabled bays
- i. Pavement in New Cut/road safety
- j. Remembrance Day contribution
- k. PlayQuip Inspection Report

2526/79 CLERK & RFO REPORT

- a. Correspondence received/sent
- b. Multi Sports Courts lease
- c. Budget Planning
- d. **REVIEW** action tracker

2526/80 BRIEF REPORTS OF MEMBERS – matters for forthcoming agenda

2526/81 PERSONNEL MATTERS - RESOLVE pursuant to s1(2) Public Bodies Act 1960 for the public and press to leave the meeting due to the confidential nature of the business to be transacted.

- a. Sign papers

2526/82 NEXT MEETING – 10th November 2025 19:30