

KELLING PARISH COUNCIL

Chair – Councillor J. Mills



Dear Sir/Madam,

11th May, 2026

You are hereby summoned to attend a meeting of **Kelling Parish Council** to be held on **Wednesday 20th May, 2026** immediately following the Annual Parish Meeting at **The Old Reading Rooms, The Street, Kelling.**

Yours faithfully,


Mrs J. M. Chance
Clerk.

AGENDA

1. **Election of Chairman**
 - 1.1 To sign the Declaration of Acceptance to Office Form.
2. **Election of Vice-Chairman**
 - 2.1 To sign the Declaration of Acceptance to Office Form.
3. **Minutes of the Meeting held on Wednesday 18th March , 2026**

To agree the Minutes of the Meeting held on Wednesday 28th March, 2026.
4. **To receive apologies for absence.**
5. **To receive declarations of interest and requests for dispensations.**
 - 5.1 Email from NNDC – Circulated.

Clerk: Julie Chance

Pine Lodge, Gimingham Road, Trimingham, Norfolk, NR11 8HP.

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- 6. Public Participation** – To allow members of the public opportunity to inform the meeting. This item is limited to 15 minutes (maximum of 3 minutes per person).
- 7. Police.**
 - 7.1** To receive update concerning SAM 3 Sign.
 - 7.2** SNAP - To receive information concerning meeting.
- 8. County and District Councillors' Reports.**
 - 8.1** County Councillor's Report.
 - 8.2** District Councillor's Report.
 - 8.3** Updates on Local Government Reorganisation. Circulated.
- 9. To consider any Planning Matters and agree action.**
- 10. Finance.**
 - 10.1** To agree Annual Accounts for the year ended 31st March, 2026.
 - 10.2** To agree Annual Governance – Section 1 AGAR.
 - 10.3** To agree Accounting Statements – Section 2 AGAR.
 - 10.4** To agree the Certificate of Exemption AGAR.
 - 10.5** To receive the Internal Auditors Report – Circulated.
 - 10.6** To agree the cash book for the period to 30th April, 2026.
 - 10.7** To agree bank statements against cash book to 30th April, 2026.
 - 10.8** To consider the following payments. £

Clerk's salary and travel	
payslip circulated – April and May 2026	356.94
HMRC - April and May 2026	84.60
Clerk's Salary – June 2026 plus Holiday Pay Due	671.56
HMRC on June Salary and Holiday Pay	167.89
The Old Reading Room – Room Hire – January 2025	
To December 2025	122.50
Roger Canwell – Internal Auditor	40.00
 - 10.9** Full Council Training – Update.
 - 10.10** To receive update concerning annual insurance.
 - 10.11** To consider funding ideas.
 - 10.12** To consider Community Heartbeat Trust for support and agree action.

11. Highways Matters.

11.1 Temporary Traffic Orders:- Circulated.

11.2 To receive update concerning clearing of Grips.

11.3 To receive update concerning new kerb stones.

11.4 To receive update concerning overgrown hedges – Weynor Gardens and Warlborough House East.

11.5 Any other Highway matters.

12. Assertion 10 Compliance

12.1 To agree new It Policy – Circulated.

12.2 To review current Information and Data Protection Policy – Circulated.

13. Asset Maintenance.

13.1 Annual Inspection of Assets – Update.

13.2 Dog Bins Update.

14. Future of Kelling Parish Council

14.1 To consider the future of Kelling Parish Council and agree action.

15. Correspondence – To note.

Norfolk ALC – Circulated.

Norfolk Ramblers – Footpaths - Circulated.

Hornsea 3 Community Event – Circulated.

16. Items for Agenda.

17. Date of the next meeting.

The next meeting has been noted as Wednesday 15th July, 2026 at 6.00 pm at The Old Reading Room, Kelling.