

KETTLEBURGH PARISH COUNCIL

Councillors are duly summoned to a **Meeting of Kettleburgh Parish Council** to be held on
Wednesday 16 September 2026 at 19:00 in Kettleburgh Village Hall.
Members of the public are welcome to attend.

Richard Green
Interim Clerk to Kettleburgh Parish Council

AGENDA

26/53 Attendance and apologies for absence

26/54 Declaration of interests

Council members to declare possible interests they may have in any items on the agenda, either pecuniary or non-pecuniary, and to consider requests for dispensation.

26/55 Reports from County Councillor and District Councillor

To receive reports from County Councillor Elaine Bryce and District Councillors Owen Grey and Vince Langdon-Morris.

26/56 Public forum

Members of the public are invited to give their views on items on the agenda, raise other relevant issues for Council to note, or to pose questions to the County Councillor and District Councillor. Members of the public may not participate in the meeting outside of the public forum.

26/57 Minutes of previous meeting

To approve the minutes of the meeting held on 21 July 2026.

26/58 Matters arising from the minutes

26/59 Parish matters

- (a) **Flood Action Group and Emergency Plan** – To receive an update.
- (b) **Maintenance of the Pound** – To consider an offer from a resident.
- (c) **Elizabeth Marquee** – To consider enquiries from a resident.

26/60 Planning

- (a) **Town and Parish Forum** – To receive a report on the latest Town and Parish Forum.
- (b) **Update on recent planning applications** – To receive a report from the Clerk on the status of recent planning applications, and summary of responses made to planning applications lodged since the last meeting.
- (c) **DC/26/2622/FUL** – To consider a response to planning application DC/26/2622/FUL ([LINK](#)).
- (d) **DC/26/2815/P3Q** – To consider a response to planning application DC/26/2815/P3Q ([LINK](#)).
- (e) **DC/26/2622/FUL** – To consider a response to planning application DC/26/2622/FUL (RECONSULTATION) ([LINK](#)).

26/61 Council administration and finances

- (a) **Microsoft 365 and Scribe subscription renewal** – To discuss and consider the renewal of the Microsoft 365 and Scribe subscriptions.
- (b) **Insurance** – To discuss and consider the renewal of the Parish Council's insurance.
- (c) **Financial position** – To note the Parish Council's financial position, correct as at 1 September 2026.
- (d) **Invoices and payments** – To note payments made and consider the schedule of payments presented for authorisation.

26/62 Correspondence to the council

To note and consider any key correspondence to the parish council.

26/63 Items for the next agenda

To consider proposals for any items to be added to the next agenda.

26/64 Date of next meeting

To note that the Parish Council will provisionally next meet on Wednesday 11 November 2026.