

Members of the public and press are invited to attend all meetings of the Parish Council

Members of the public have the right to film or record this meeting, we would however politely request you make yourself known to the Clerk if this is your intention

NOTICE OF A MEETING OF ASHBY ST MARY PARISH COUNCIL

**Members of the Parish Council are hereby summoned to attend a Meeting of the
Parish Council, to be held in Ashby & Thurton Village Hall**

Wednesday 17th September 2025

7.00pm

Signed [Mrs T Higlett](#) - Clerk

11th September 2025

AGENDA

1. To appoint the Chair and sign declaration of acceptance
2. To consider co-option onto Parish Council.
3. To consider apologies for absence
4. To receive declarations of Interest for items on the agenda and to consider any requests for dispensations.
5. To approve the minutes of the meeting held on the 9th July 2025
6. Public forum including reports from County & District Councillor's
7. Matters arising from the previous minutes.
 - I. Village sign maintenance
 - II. Bench costs
8. Administrative Issues
 - I. Policy Review
 - a. Lone Working Policy
 - b. Media Policy
 - II. Additional bank signatory
 - III. Parish Council website development
9. Finance
 - I. To note councils current financial standing.
 - II. To approve payments
 - a. T Higlett – clerks salary Aug/Sept £386.02.
 - b. HMRC – clerks taxation period 5 & 6 £91.40
 - c. South Norfolk Dog waste emptying service - £225.60
 - d. Autela – payroll services £84.00
 - III. To note the nationally agreed salary review for the Clerk for 2025/26.
10. Report from representative of Village Hall Management Committee
11. Reports re Website & Accessibility/Neighbourhood Security/Oil Buying Syndicate
12. Correspondence
 - I. County Councillor Report for September 2025
 - II. Temporary Road closure notices for Bergh Apton
 - III. Broadland Futures newsletter
13. Date of next meeting: 12th November 2025