

# **COLBY & BANNINGHAM PARISH COUNCIL**

Clerk: Mr Colin Studholme  
Hall Farm Barns, Aylsham Road, Saxthorpe, Norwich, NR11 7DD  
Tel: 01263 587952 e-mail: [clerk@colby-banningham-pc.gov.uk](mailto:clerk@colby-banningham-pc.gov.uk)  
website: [www.colby-banningham-pc.gov.uk](http://www.colby-banningham-pc.gov.uk)

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## **NOTICE OF MEETING & SUMMONS TO ATTEND**

### **THERE WILL BE A MEETING OF COLBY & BANNINGHAM PARISH COUNCIL AT THE BANNINGHAM & COLBY COMMUNITY HALL ON MONDAY 16<sup>th</sup> MARCH 2026 at 7.00pm**

In the interests of openness and transparency, councillors and members of the public are reminded that the law permits any person to film, record, photograph or use social media in order to report on the proceedings of a meeting of the Council. The Council requests that anyone wishing to record the meeting lets the Council know in advance so appropriate arrangements can be made.

#### **AGENDA**

- 1. WELCOME AND APOLOGIES FOR ABSENCE**  
To receive and accept apologies for absence.
- 2. DECLARATIONS OF INTEREST AND DISPENSATIONS**  
To receive Declarations of Interest and to agree any Requests for Dispensation.
- 3. MINUTES**  
To approve the minutes of the Parish Council Meeting held on 16<sup>th</sup> February 2026.
- 4. MATTERS ARISING**  
To discuss matters arising from the minutes not elsewhere on the agenda
  1. Defibrillator for phone kiosk – update
- 5. OPEN FORUM FOR PUBLIC PARTICIPATION**  
An opportunity to hear from members of the public
- 6. REPORTS FROM POLICE, DISTRICT & COUNTY COUNCILLORS**  
To receive written/verbal reports from representatives, including the following:  
**District Council /County Council/Police – Operation Randall**
- 7. ITEMS REFERRED FROM PREVIOUS MEETING**
  1. Priorities for 2026/27
  2. NNDC Food Waste Collection proposals

#### **NOTES**

*This Agenda and documents marked as “attached” unless marked “Confidential” are available on the Council’s website, at [www.colby-banningham-pc.gov.uk](http://www.colby-banningham-pc.gov.uk) The meeting will include public participation time when members of the public may speak. Planning application documents can be found on NNDC website at [www.north-norfolk.gov.uk](http://www.north-norfolk.gov.uk) and follow the links to planning. Those listed are as at the date of this Agenda, but the Council reserves the right to consider applications received up to and including the date of the meeting.*

**8. STANDING ITEMS**

To receive updates/reports on areas of parish council responsibility:

- 1. Elden’s Retreat/Playground
- 2. Village Green
- 3. Allotments – clarification of plots/new tenants
- 4. Information Kiosk & Noticeboards
- 5. SAM2
- 6. Highway issues

**9. CORRESPONDENCE/REPORTS/EVENTS**

None.

**10. POLICIES**

- 1. Data Protection Policy
- 2. Financial Regulations
- 3. Review of Internal Financial Controls

**11. FINANCE REPORT**

To consider the following:

- 1. Schedule of Payments for March for authorisation
- 2. Bank Reconciliation as at 28<sup>th</sup> February 2026
- 3. Cashbook as at 28<sup>th</sup> February 2026
- 4. Scheme of Delegation – to receive information from the Clerk on any actions taken under the Scheme of Delegation.

**12. PLANNING MATTERS/OTHER CONSULTATIONS**

1. APPLICATIONS DETERMINED None.
2. APPLICATIONS FOR CONSIDERATION PF/26/0134 - Change of use of barn to ancillary residential annexe Manor Farm, Manor Farm Road, Colby, Norwich, Norfolk, NR11 7EE
3. OTHER PLANNING MATTERS None.

**13. TOPICS FOR DISCUSSION**

To discuss any issues of interest/relevance to the Council – no decisions to be made.

**14. DATE OF NEXT MEETING**

To agree MONDAY 20<sup>th</sup> APRIL 2026 at 7.00 pm

Colin Studholme  
Mr Colin Studholme  
Clerk of the Council

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