

OVERSTRAND PARISH COUNCIL

29 May 2026

Dear Sir/Madam

You are hereby summoned to attend the **Full Council Meeting of Overstrand Parish Council** to be held on **Wednesday 3 June 2026** in the **Parish Hall, The Londs, Overstrand** at 7.30pm.

Yours faithfully

Ms Kelly Batterham – Clerk
clerk@overstrandparishcouncil.org.uk
01263 576766

AGENDA

- 1. Apologies for Absence and Acceptance of Apologies**
- 2. Declarations of Interests and requests for Dispensations**
- 3. Minutes of Previous Meeting**
 - 3.1 To agree and sign the Minutes of the Annual Full Council Meeting held on 6 May 2026.
- 4. Chairman's Report**
- 5. County & District Councillor Reports**
- 6. Police Report**
- 7. Public Participation Time**

Opportunity for members of the Public, Press and Councillors with prejudicial interests to speak on items included on the agenda (up to 3 minutes per person with a maximum of 10 minutes in total)
- 8. Planning**
 - 8.1 Planning applications for consideration:

ADV/26/0963 Erection of Freestanding Multi Touch Screen Poster (Local tourist attractions, accommodation etc. plus train times)
NNDC Car Park, Pauls Lane, Overstrand
 - 8.2 To report on planning decisions made by North Norfolk District Council.

NMA/26/0989 Non-material amendment to planning permission PF/25/1505 (New side single-storey extension to enlarge kitchen and dining) to allow for changing the window feature on rear wall of the proposed extension French doors.
14 Harbord Road, Overstrand NR27 0PN
- Approved**
- 9. Finance**
 - 9.1 To agree and accept payments and receipts for April 2026.
 - 9.2 To consider and accept the bank reconciliation up to 30 April 2026.
 - 9.3 To agree and accept payments and receipts for May 2026.
 - 9.4 To consider and accept the bank reconciliation up to 31 May 2026.
 - 9.5 To consider and agree to renew NALC membership at a cost of £286.78 for 2026/27.
 - 9.6 To receive and accept the Internal Auditors Report.
 - 9.7 To note Period of Electors Rights – 8 June – 17 July 2026.

- 9.8 To approve the Annual Governance Statement for 2025/26 (Section 1) - to be signed by the Chairman and the Clerk following approval.
- 9.9 To approve and certify the year ended 31 March 2026 Accounting Statements of the 2025/26 Annual Governance and Accountability Return (Section 2) – to be signed by the Responsible Finance Officer and the Chairman.
- 10. Activity Overview**
 - 10.1 To review activity overview and diarise any necessary meetings.
- 11. General Purpose**
 - 11.1 To receive Web/IT report.
 - 11.2 To receive an update and agree next steps for the Village History Trail.
 - 11.3 To discuss and agree to have a stall at the Village Fair.
- 12. Document Review**
 - 12.1 To review and agree adoption of Employment Committee Terms of Reference.
 - 12.2 To review and agree adoption of Planning Committee Terms of Reference.
 - 12.3 To review and agree adoption of Allotments Committee Terms of Reference.
 - 12.4 To review and agree adoption of the Shoreline Management Committee Terms of Reference.
- 13. Represented Groups**
 - 13.1 Any updates from representative members on outside groups.
- 14. To Report any other Business**

Note that this is to report matters for inclusion in a future agenda or matters which require no decision to be made by the Council.
- 15. Date of Next Meeting**

To confirm the next Meeting of the Parish Council will be a Full Council meeting held on 1 July 2026 in the Parish Hall at 7.30pm.

DISTRIBUTION TO ALL MEMBERS