

LITTLE ELLINGHAM PARISH COUNCIL ANNUAL PARISH COUNCIL MEETING

To all Councillors

**You are hereby summoned to the Annual Parish Council Meeting to be held on
Wednesday 6th May 2026 at 7.30pm at Old School Hall, Little Ellingham**

Mrs L Cracknell
Parish Clerk & RFO

Published: Thursday 30th April 2026

Little Ellingham welcomes the public and press to its meetings. The public and press can address the Council during the Open Forum at the beginning of the meeting. The law does not permit members of the public and press to take part in debates.

AGENDA

- 1. To elect a Chair**
- 2. To elect a Vice Chair**
- 3. Open Forum – Public Speaking**
- 4. To consider any applications for co-option for the 1 vacancy**
- 5. To accept apologies for absence**
- 6. Register of Interests – to declare personal or prejudicial interests in items on the agenda**
- 7. To approve the minutes of the Parish Council meeting held on 4th March 2026.**
- 8. Financial Update**
 - 8.4 To receive the end of year bank reconciliation 31.03.2026.
 - 8.5 To receive the internal audit report for 2025/2026 and agree any actions.
 - 8.6 To receive the 2025/2026 AGAR and agree the following:
 - 8.6.1 To resolve to declare Little Ellingham Parish Council as an exempt authority and sign the Certificate of Exemption as neither the gross income or expenditure exceeds £25,000.00.
 - 8.6.2 To resolve to approve Section 1 of the AGAR the Annual Governance Statement.
 - 8.6.3 To resolve to approve Section 2 of the AGAR the Accounting Statement.
 - 8.6.4 To note the publication of rights as 3 June 2026 to 14 July 2026 and confirm this will be published on the noticeboard and website no later than 2 June 2026.
 - 8.6.5 To receive the analysis of variances report.
 - 8.7 To receive an accounts update.
 - 8.8 To note the TTSR Fuel Surcharge.
 - 8.9 To approve the payments and receipts, as presented and any additional payments received before the meeting:

Company	Description	Net	Vat	Gross
PAYMENTS				
Village Hall	Hall Hire 6/5/26	£12.00	£0.00	£12.00
TTSR	Grounds Maintenance INV 1 of 4	£233.79	£46.76	£280.55
Vistaprint	Newsletter Printing	£69.16	£13.83	£82.99
Neil Thomas	Tree Works	£300.00	£0.00	£300.00
Staff Costs	Month 1 – April 2026	£257.28	£0.00	£257.28`

INCOME				
Breckland District Council	1 st Precept Installment	£3856.27	£0.00	£3856.27
VAT	VAT126 Return	£0.00	£380.45	£380.45

9. Planning

9.1 To consider any planning applications received from Breckland District Council prior to the meeting.

9.1.1 PL/2026/0511/FMIN. Proposal: Erection of a single storey extension to a detached curtilage building and associated works. Site: Lombard House, Anchor Corner, Little Ellingham. To ratify the Councils response of NO COMMENT sent by deadline of 1st May 2026.

10. Newsletter

10.1 To consider items for Volume 78, to be published end of June 2026.

11. Highways / Roads / Footpaths / Hedges / Trees

11.1 To receive an update on recent highways reports.

11.2 To receive the SAM2 report and update on the new battery.

12. Policies & Administration

12.1 To consider the subscription to Norfolk Parish Training and Support at a cost of £77.13 + VAT.

12.2 To confirm the current bank signatories.

12.3 To consider and adopt a Co-option policy and application form.

12.4 To review and approve the Financial Regulations.

12.5 To review and approve the Privacy Notice.

12.6 To consider and review the Risk Assessment.

12.7 To consider and review the Standing Orders.

12.8 To consider a budget of £50 to purchase additional RAM for laptop speed improvements.

13. Correspondence

13.1 To receive email from Norfolk Ramblers.

14. To receive updates and discuss any actions relating to Pilgrim Food's.

15. Items for the next meetings agenda.

16. To confirm date of next meetings, beginning at 7.30pm at Old School Hall.

Wednesday 1st July 2026, 7:30pm Parish Council Meeting

Wednesday 2nd September 2026, 7:30pm Parish Council Meeting

Wednesday 4th November 2026, 7:30pm Parish Council Meeting

Wednesday 6th January 2027, 7:30pm Parish Council Meeting