

SCULTHORPE PARISH COUNCIL

Councillors are summoned to attend the Annual Parish Council Meeting of Sculthorpe Parish Council to be held on Wednesday 8th July 2026 at Sculthorpe Village Hall.

The meeting will consider the items listed below.

Members of the Public are welcome to attend and to contribute in the time set aside for this

Michelle Wroth

Michelle Wroth, Parish Clerk, 01/07/2026

1. Declarations of Interest

- a) To receive declarations of interest and dispensation requests

2. Apologies for Absence

- a) To receive apologies for absence

3. Chairman's welcome and announcements

4. Public Participation

- a) To receive comments and questions from Members of the Public

5. Minutes

- a) To consider approving minutes of meeting held on 6th May 2026
b) Matters arising from the above minutes, or previous meetings (information only)

6. Co-option of Member

To consider the co-option of one applicant to fill one of the vacancies.

7. Reports

- a) County Councillor
b) District Councillor
c) SAM2

8. Planning Delegated decisions

- a) To note any decisions made through the Response to Planning Applications Scheme of Delegation – None

9. Planning

- a) Consider Planning Application(s):

Application	Address	Description
PF/26/0749	Grove End, Creake Road	Single storey side extension with upgrades to fenestration

- b) Other Planning matters, including recent decisions and consideration of applications arriving after publication of the agenda

Application	Address	Description	Decision
PF/26/0550	35 The Street, Sculthorpe	Remove existing rear conservatory and replacement with a single storey rear extension, formation of a new entrance door on the front elevation.	NNDC Approved 21.05.26
PF/26/0801	Cranmer Hall, Creake Road	Change of use of part building from residential use to creative art courses facility with associated accommodation	NNDC Approved 26.06.26

LA/26/0802	Cranmer Hall, Creake Road	Works associated with change of use of part of building from dwelling to residential creative art courses with associated accommodation	NNDC Approved 26.06.26
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10. Finance

- a) To note Financial Report – Budget vs Actual
- b) Consider payments to be made

Name	Description	Gross £
<u>Standing Orders:</u>		
K & M Lighting	13 th May to 12 th June 2026 – Maintenance	25.51
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Npower	Streetlights – April 2026	38.31
Npower	Streetlights – May 2026	34.51
Unity Trust	Charges – April (DD 31.05.26)	7.00
Unity Trust	Charges – May (DD 30.06.26)	7.00
<u>BACS:</u>		
M Wroth	Salary May 2026	287.33
HMRC	PAYE – P2	65.40
NNDC	Litter and Dog Bin – 2026/27	358.44
NCC	Professional fees – April – Bowls Club Access	480.50
M Wroth	Salary June 2026	287.33
HMRC	PAYE – P3	65.40
M Wroth	Expenses – Printing (March to June 2026)	11.50

- c) Payments to consider received after the publication of the agenda
- d) To note receipts into the bank: None
- e) To note the bank reconciliation at 30.06.2026 – General reserves of £7,102.76

11. Highways

- a) Reports or updates on Highway related issues
 - i. TROD on The Street update

12. Other items for consideration

a) Adoption of Financial Regulations

Updated Financial Regulations circulated to councillors. Council to resolve whether to adopt the revised version.

b) Village Sign – Consideration of Repairs to Concrete Base

To receive an update on the cracks identified in the concrete base of the village sign and agree any required remedial works.

c) Christmas Lights – Discussion and Decision on Next Steps

To discuss options for Christmas lighting within the Parish and determine the preferred approach for 2026.

d) Blackett's Pit – Maintenance of the Area

To review the current condition and maintenance requirements of Blackett's Pit and agree actions going forward.

e) Tree & Vegetation Removal – Bowls Club

Quotation received for removal of overgrown trees and vegetation at the former Bowls Club site. Council to consider approval of the works and associated cost of £600ex VAT.

f) Village Hall Insurance

Discuss quotation received from the Council's insurer to add the Village Hall to the policy at a cost of **£694.81**.
Council to consider approval or next steps.

13. Correspondence

a) Village Hall Website Request

Request received for a small space on the parish website to publish their monthly events diary.

14. Next meeting

a) Receive future agenda items

b) To confirm the next meeting as at 7.15pm in the Village Hall, on Wednesday 9th September 2026

15. Exclusion of Press and Public

That in accordance with the Public Bodies (Admissions to Meetings) Act 1960, the public and press be excluded from the meeting during the consideration of the following item owing to the confidential nature of the business to be transacted

a) Bowls Green

i. Access

b) Personnel matter

i. Clerks Salary

c) Asset of Community Value Application

Consider next steps following NNDC's response to the application