

BRACON ASH AND HETHEL PARISH COUNCIL

**29 Churchfields
Hethersett
Norwich
NR9 3AF**

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Tel: 07918 656568
Clerk: Carole Jowett**

Notice of a Meeting of Bracon Ash & Hethel Parish Council To be held at Bracon Ash & Hethel village hall On Monday 6^h October 2025 at 7.30pm

Signed: *C Jowett*
28th September 2025

**Carole Jowett
Clerk to the Council**

Agenda

1. To consider apologies for absence
2. To receive declaration of interests in items on agenda
3. Resolution to adjourn the meeting for public participation and District/County Councillor reports
4. To confirm minutes and review matters arising from the meeting held on 11th August 2025
5. To review and agree updated governance documents
 - 5.1. The standing orders
 - 5.2. To consider actions required by assertion 10
 - 5.3. To adopt a new IT policy
6. To consider and agree a contract of employment for the clerk
7. To consider and agree to join a group arrangement for play area inspections
8. To review the position on financial benefit to the village from the Marsh Lane & Cranes Road solar farms
9. To consider any issues on Hethel New Town
10. To consider the annual play inspection and agree any actions
11. To receive an update on repairs to the bus shelter and the purchase of a bin
12. To receive an update on the village sign
13. Finance
 - 13.1. To receive statement of accounts to 6th October 2025
 - 13.2. To agree invoices for payment in accordance with budget

BACS £84.00	Norfolk ALC	Web site fee
BACS £333.60	South Norfolk Council	Dog bin servicing
BACS £19.14	Anglian Water	Water bill

BACS	£125.00	P Riches	Grounds maintenance
BACS	£373.35	C Jowett	Clerks salary
BACS	£248.80	HMRC	PAYE
BACS	£172.80	C Jowett	Defibrillator pads
BACS	£229.48	C Jowett	Rubbish bin

14. To consider correspondence received
15. To agree agenda items for the meeting on 1st December 2025 and close