

GRISTON PARISH COUNCIL

Clerk: Sarah Brookes

Email: clerk@griston-pc.gov.uk

The Parish Councillors are summoned and members of the Public are invited to:
The Parish Council meeting which will be held at
GFSL Boardroom, HMP Wayland, Thompson Road, Griston, Thetford, IP25 6RL
On Tuesday 13th October 2026 at 7:00pm

AGENDA

Published: 8/10/26

1. To receive apologies for absence
2. To declare any pecuniary interest or seek dispensations
3. To agree the minutes of the meeting held on 8th September 2026
4. Matters arising from previous minutes, and consider any further actions
5. To receive any expressions of interest for Councillor vacancies
6. Public Participation
 - a. County Councillor Jack White
 - b. District Councillor Phil Cowen
 - c. Members of the Public
7. Planning
 - a. To consider any consultee responses to planning applications received from Breckland District Council prior to the meeting date.
 - i. Planning Notification: PL/2026/1228/DCA Coughtrey Industrial Estate (Units 1-17), Church Rd, IP25 6QB
 - b. To receive notification of decisions taken by Breckland District Council.
 - i. None received prior to meeting.
 - c. To receive an update on Coughtrey Estate.
 - d. To receive an update on the Neighbourhood Plan.
8. Communications
 - a. Local Communication - to consider items for the next article in The Waylander.
 - b. Griston North Ward - to receive any available update.
 - c. Breckland District Council - to receive an update on ongoing communications.
 - d. HMP Wayland – to receive an update on ongoing communications.
 - e. Charitable Donations - to consider Council response to requests for charitable donations.
 - f. NPTS Seminar – to receive a summary of updates from the NPTS Autumn Seminar.

9. Financial Update

- a. To receive an up-to-date Bank Reconciliation, Accounts Update and Order Book Summary.
- b. To receive payments and receipts, as presented, and any additional payments received before the meeting:

Company	Description	Net	Vat	Gross
Sarah Brookes	Month 6 Salary	£549.40	-	£549.40
HMRC	PAYE Tax/NI Month 6	£177.87	-	£177.87
PKF LittleJohn	AGAR External Audit Fee	£210.00	£42.00	£252.00
NPower	Electricity 1/9/26 – 30/9/26	£86.05	£4.30	£90.35
NPower	Electricity 1/8/26 – 31/8/26	£73.94	£3.70	£77.64
Unity	Service Charge 31.09.26	£7.00	-	£7.00
TTSR	Hedge Cutting	£495.00	£99.00	£594.00
NPTS	Autumn Seminar Attendance (Cllr S Barber)	£56.00	£11.20	£67.20
NPTS	Autumn Seminar Attendance (Clerk)	£56.00	£11.20	£67.20

- c. To consider availability for the budget meeting due in November to include end-of-year spend projection.

10. Policies and Administration

- a. Policy update - to consider and approve amended policies (including investment strategy).
- b. AGAR 2025/26 - to receive an update on the external audit report and to note publication of the notice of conclusion.

11. Village Matters

- a. Playground - to receive an update on maintenance and equipment projects.
 - i. To note any issues identified during playground inspections and identify necessary corrective actions.
 - ii. To receive an update on funding applications for proposed 4-metre mast.
 - iii. Replacement Tree – to consider and discuss options for a replacement tree.
 - iv. To review and approve the repeat order form for the 2027 annual inspection with The Play Inspection Company.
 - v. To receive an update on the new tables and bench.
- b. Streetlighting –
 - i. To receive an update on the tender process for LED street lighting and maintenance contract.
 - ii. To consider a change of energy supplier and agree on contract.
- c. Parking Signage – to consider and agree any action on additional parking signage near Manor Road.
- d. Bus Services:
 - i. Route and School Bus Stop - to consider response from Central Connect following feedback on the service.
- e. Village Noticeboards – to consider and agree any necessary actions including potential replacements or maintenance.
- f. Asset Storage:

- i. To consider the location of a storage unit for the safe storage of Parish Council assets.
 - ii. To review the location of assets following recent enquiries.
- g. Highways Issues:
 - i. *A1075/Thompson Road Junction*. To receive an update on ongoing communications with the Highways team regarding the A1075/Thompson Road Junction
 - ii. *PPS 2027/28* - To review progress on draft bid for Parish Partnership 2027/28.
 - iii. *Thompson Road Visibility Splay* – to review reporting progress on overgrown splay.
 - iv. *Potholes*. To receive an update on pothole reporting and repair.
- h. Grit bin – to receive an update on proposed placement of a grit bin on Manor Road.
- i. Sensory garden:
 - i. To receive an update on register of interest for working party volunteers.
 - ii. To consider submitting an application for the Breckland Council Inspiring Communities Grant.
 - iii. To consider the use of the Community Payback scheme to assist with a sensory garden.
- j. To receive an update on SAM 2 Speed Awareness Monitor.

12. Public Participation (10 minutes)

13. Items for the next agenda

To resolve to exclude the press and public in accordance with the Public Bodies (Admission to Meetings) Act 1960 during the following item due to the confidential nature.

14. Staffing

- a. Clerk Appraisal - to agree date and arrangements.