

OXBOROUGH PARISH COUNCIL

David Hotchkin, Acting Parish Clerk, Mob: 07885 456005
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8 December 2025

To: **ALL MEMBERS OF THE PARISH COUNCIL.**
{CC: County Councillor (Norfolk), District Councillor (Breckland: Bedingfeld)}

You are hereby summoned to attend the next Parish Council Meeting of Oxborough, to be held in the Village Hall on **Friday 12 December 2025 at 7.30pm,** to consider and resolve upon the business set out hereunder.

Members of the press and public are cordially invited to attend.

DAVID HOTCHKIN, Acting Parish Clerk.

AGENDA

1. Declarations of recording/social media use.
2. Apologies for absence.
3. Report from County Councillor, if present.
4. Report from District Councillor, if present.

Open Forum.

To be strictly limited to a maximum of 20 minutes (3 minutes per person) in compliance with adopted Standing Orders, Section 3: e, f, g, h.

5. To receive the Acceptance of Office form from Cllr. Chapman.
6. To accept the services of Jo Lloyd as locum Clerk & Proper Officer.
7. Declaration of Interests.
8. To consider the co-option of 1 Councillor. Candidates: Andrew Le Clercq, Geoff Powell.
9. Co-opted Councillor to sign Acceptance of Office form, to be countersigned by the Proper Officer. They may then act as Councillors with voting rights.
10. To approve the Minutes of the Ordinary Meeting held 23 July 2025.
11. To approve the Minutes of the Ordinary Meeting held 17 September 2025.
12. Matters arising.
13. To consider the placing of a bottle recycling bank on the Village Green verge, to the South of the bus shelter. (Proceeds to boost Parish Council funds).
Proposed: A. Vyse, Seconded: G. Allison. [Carried forward from September].
14. To confirm the termination of the Nurture Landscapes Ltd. maintenance contract for the Village Green. Proposed: G. Allison, Seconded: A. Vyse.
15. Correspondence received: see separate listing, to be supplied.
16. Highways.

Signed:

Date:

Accounts:

17. To receive bank balance and reconciliation: **£5,569.75** as at 1 Oct 2025.
18. To consider authorisation of payments and to sign cheques:
 1. Nurture Landscapes Ltd. 2 payments of **£150.79** each, covering 2 months from October to November 2025.
 2. Bank charges from 1 Sep to 1 Oct 2025. **£10.00** (No action required).
19. To accept the following receipts: 26 Sep 2025, Breckland Council, **£1,957.71**.
[Second tranche of Precept for y/e 31 Mar 2026].

Open Forum.

Signed:

Date: