

DOCKING PARISH COUNCIL

PARISH COUNCIL MEETING

Clerk: Annalisa Dovey

Email: clerk@dockingparishcouncil.gov.uk

I hereby give you notice that the Parish Council meeting of the above-named Parish Council will be held in **Docking Ripper Hall**

Monday 6th October 2025

6.30pm | Coffee and biscuits

7.00pm | Meeting opens

All members of the Council are hereby **summoned** to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder.

Docking Parish Council welcomes the public and press to its meetings. The public and press can address the Council during the Public session. The law does not permit members of the public and press to take part in the debates.

1.	Welcome by the Chair
2.	Present and apologies To confirm and receive
3.	Declarations of Interest and requests for dispensations To receive. If a member is not given a dispensation, they must withdraw from the meeting while the item is discussed. (Standing Orders Section 13)
4.	Public session Chair to adjourn the meeting for 15 minutes to receive public comments on upcoming agenda items, to hear comments and consider for future agenda items / information.
5.	Minutes of Previous Meetings To agree & sign the minutes from Sept 2025 <i>To resolve: Motion to approve</i>
6.	Reports from Borough and County Councillor To receive reports from borough and county councillors, discuss and agree any actions
7.	To receive reports from Councillors and Working Groups To receive reports from councillors and working groups – for information only unless a motion has been submitted. a. ORG Working Group Update b. Sedgeford Road Pond Railings Update c. Xmas Lights - Update d. Asset group – inspection update e. Clerk's Report f. NHP update i. To note launch of Regulation 16 Consultation g. Councillor reports & updates
<u>Requested Motions & Items</u>	

8.	Motion: To get professional advice regarding the safety of the tree on the triangle near the pub. (Cllr Archdale)
9.	Tett Turrets – To consider response to Hill builders.
10.	NCC Partnership Bid for funding: To finalise and agree bid
11.	Heartwood Bollards positioning
12.	War Memorial. Motion to approve budget and project to create a stand for poppy wreaths at the war memorial (£250) Cllr D Wroth
<u>Governance</u>	
13.	AGAR 24_25 a. Receive External Audit Report b. Note publication of report and associated paperwork c. Consider any required actions <i>Decision required</i>
14.	AGAR 25_26 – Assertion 10 To consider and confirm how DPC meets assertion 10 requirements and agree any actions as appropriate a) Publish required council documents accessible website that meets legal standards. b) Comply with UK GDPR and the Data Protection Act, ensuring safe handling of personal data, with adequate policies and procedures in place c) Adopt a clear IT policy (for all authorities except parish meetings) covering security, devices, email use, and backups. d) Use as a minimum one generic email address on a council owned domain. Using a council owned domain email address for all councillors, staff & officers is considered best practice. <i>Decision Required on each</i>
<u>Finance</u>	
15.	End of Month Finance report: EoSept 2025 a. To receive reconciliation of accounts EoSept 2025 <i>To resolve: Motion to approve reconciliations</i> <i>Chair to sign</i> b. To receive Payments made in Sept 2025 a. To ratify payments made under Delegated Authority b. To verify payments made <i>To resolve: Motion to approve completed transactions</i> <i>Chair to sign</i> c. To receive Upcoming Payments report: <i>To resolve: Motion to approve upcoming payments for October 2025</i> <i>Chair to sign</i>
16.	Q2 2025 - 2026 Finance report Receive Q2 Finance Report a. To receive bank balance summary b. To receive reconciliation summary c. To receive Financial budget Comparison report d. To note any variances and receive explanations
17.	Quarterly Internal Controls

	To receive Quarterly Internal Controls report and consider any recommendations / actions arising. <i>Decision required</i>
18.	Grant requests To consider grant requests a. Docking Playing Field grant for insurance request <i>Decision required: Docking Bowls Club Grant Request.</i>
19.	Banking To note interest rate reduction from 2.25% / 2.27% 2.10% / 2.12%
20.	Draft Budget & Precept a) To receive draft budget b) To agree projects / items for inclusion <i>Decision required</i> c) To agree budgets per item <i>Decision required</i>
Planning	
21.	Planning Delegated Planning Decisions To receive and approve planning applications received and responded to comply with deadlines. a. 25/01391/FM – Full Planning Application: Erection of 6 no. single storey dwellings – Object + request considerate parking onsite. <i>Decision: To consider ratifying delegated planning decisions</i>
22.	Planning Applications To receive and consider planning applications received. a. 25/01452/F – Single dwelling self build – Fakenham Road b. 25/01562/F -: Demolition of existing single storey side, rear extensions & detached garden store to be replaced with a two storey side and rear extensions - at Somerled Cottage Stanhoe Road <i>Decision required: to agree planning application responses.</i>
23.	Planning Application Borough Decisions a. 25/01474/TDD Dead Ash Bayfield Pond b. 25/00526/FM Change of use of agricultural land to dog walking/activity area together with formation of fenced enclosure, hardstanding for vehicles and erection of 2 small timber buildings (field shelter & storage shed). Land At E575774 N337482 Ringstead Road Docking. Application Permitted c. 25/01251/F VARIATION OF CONDITION 1 AND 4 OF PLANNING CONSENT 23/00199/F: VARIATION OF CONDITION 2 FROM PLANNING APPLICATION 20/01595/F - Replacement of existing dwelling with three dwellings Manor Holds Sandy Lane Application Permitted d. 25/00042/TPO – The Lodge, Well Street T1 Poplar – Fell and replace, T2 Sycamore – Fell and remove, T8 Poplar – Fell and replace, T9 Yew – Crown lift to 2m above ground level - Consent T3 Scots Pine – Fell, T4 Scots Pine – Fell, T5 Sweet Chestnut – Fell, T6 Scots Pine – Fell, T7 Poplar – Fell, T10 Poplar – Fell, T11 Scots Pine – Fell – Application Denied
24.	Planning: Name changes

	a. To consider: SNN4 – 5722 - Change of Residential Property Address: From 5 Four Miles Yard, Docking, PE31 8QS to Kite Cottage, 5 Four Miles Yard, Docking, PE31 8QS <i>Decision required</i>
<u>Correspondence</u> <i>To note, reply or propose for future agenda</i>	
25.	Inflatable Chair - letter of support / anecdotes
26.	ORG concerns liability commercial use
27.	Beat your Bills – 15 th October
28.	Meeting dates To confirm next meeting date: proposed: 3rd November 2025 <i>Decision required: to agree and approve next meeting date.</i>
29.	Private session Consider closing the meeting to the public under relevant legislation and standing orders.