



Roydon Parish Council

<https://roydon-southnorfolk-pc.gov.uk>

Notice is hereby given that you are summoned by the Clerk to attend the Parish Council Meeting of Roydon Parish Council which will be held at the Parish Room at St Remigius Church, Roydon on Tuesday 26th May 2026 at 7.00pm

Members :	Trevor Ault (Chair)	Keith Best (Vice Chair)
	Stephen Finch	Angela Brown
	Paul Curson	Andrew Daniels
	Jane Jennifer	George Waterman
	Gareth Dalglish	

Signed: Emma Chandler - Parish Clerk

Date: 19th May 2026

**Members of the press and public are welcome to attend -
there will be an opportunity for public participation at agenda item 6**

Agenda

1. Election of Chair of the Parish Council
2. Election of Vice Chair of the Parish Council
3. Election of other offices of the Parish Council:
 - a) Finance i) Bank Signatories x4 ii) Quarterly check of cashbook.
 - b) Allotments Officer
 - c) To propose our delegated representatives of the Diss & District Neighbourhood Plan Monitoring Group
 - d) Brewers Green Management Committee (Advisory)
 - e) Village Hall Committee
 - f) Footpath Group Coordinator
 - g) Verge Group Coordinator
 - h) Roydon Round-Up Editor & Co-Editor
 - i) Accounts Scrutineer
 - j) Defibrillator Supervisor
4. To receive and consider accepting apologies from members unable to attend.
5. To receive and note any declarations of members' pecuniary and/or non-pecuniary/other interests pertaining to items on the following agenda, to note any dispensations granted in respect of business to be discussed and to consider any requests for dispensations.
6. Public Forum: To receive County & District Councillors reports and the opportunity for issues to be raised or questions asked.
7. Approval of the minutes of the Parish Council meeting held on
 - a) Tuesday 28th April 2026 (Copy herewith)
8. Matters arising - To note progress on decisions made at the last meeting (for information only and not on current agenda)
9. Financial Matters and Banking
 - a) To note the Bank Balances and Bank Reconciliation as of 30th April 2026 (Copy herewith)
 - b) Receipts noted and payments to be noted/authorised. (Copy herewith)
10. To receive and review the Internal Auditors Report (Mr T Brown) for year ending 2025/26 and formulate and agree any recommendations (copy herewith)

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11. Presentation of the 2025/2026 End of Year Finance report
 - a) To receive and note the Annual Governance and Accountability Return (AGAR) 2025/26 Form 3 (copy herewith – whole document)
 - b) To receive the Annual Internal Audit Report (AGAR) completed by Mr T Brown for 2025/26 (at meeting)
 - c) To complete the Annual Governance Statement 2025/26 Section 1 and approve. Both the Chairman and the Clerk to sign the hard copy
 - d) To receive the Accounting Statements 2025/26 Section 2 and approve.
 - e) Both the Chairman and the RFO to sign the hard copy.
12. To note that this council continues to meet the conditions of eligibility as defined in the Localism Act 2011 and SI965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012.
13. To note the continuation of insurance cover with Zurich for 2026-27 at a cost of £459.00
14. To consider the following planning applications
 - a) Application 2026/1206
Applicant: Mr & Mrs David And Heidi Masterson
Location: 2 Bellrope Lane Roydon Norfolk IP22 5RG
Proposal: New porch, external render, new windows and door.
Application Type: Householder
Please return comments by 29 May 2026.
 - b) Application: 2026/0030
Applicant: Mr & Mrs Dacunha
Location: 22 Waterloo Avenue Roydon Norfolk IP22 5RL
Proposal: Single storey side extension and construction of a detached double garage
Application Type: Householder
15. To confirm that two lights have been requested on the Norfolk Homes development
16. To consider a donation to the maintenance of the Churchyard.
17. To consider the proposal from Diss Community Woodland Project for the Bombard Copse.
18. To receive an update on the Allotments
19. To consider correspondence received regarding the 'S' bends on the A1066 and agree any next steps
20. To received an update on Brewers Green and agree any next steps
21. To receive an update on the Loke and agree any next steps
22. To consider and agree any additional dog waste bins for the village.
23. To consider information or issues relevant to Council from members for brief discussion and inclusion on a future agenda
24. To confirm the date of Tuesday 30th June 2026 for the next Parish Council meeting.
Emma Chandler, Parish Clerk & RFO
Email clerk@roydon-southnorfolk-pc.gov.uk