

4th November 2025 at 6.30pm

Councillors are summoned to attend the above meeting at Brancaster Staithe & Burnham Deepdale Village Hall, PE31 8BX.

The meeting is open to the public. Any parishioner wishing to raise a matter on the agenda should speak when invited by the Chair during the time set aside for this.

Philip Stone

Philip Stone, Parish Clerk 29.10.2025

Tel: 07519163895

clerk@brancaster-pc.gov.uk

AGENDA

1. Declarations of Interest.

- a) Receive any declarations of interest of a pecuniary or other nature which may involve a conflict of interest.

2. Apologies for absence.

- a) To receive apologies.

3. Minutes Consider approving the minutes of the meeting held on 7TH October 2025.

4. Public Comments – 1

- a) Comments and questions are welcome. Maximum time ten minutes, three minutes for each person.

5. Reports

- a) Chairman.
- b) Borough Councillor
- c) County Councillor.
- d) Cllr Ullswater, Restorative Justice community works telephone box signs and tree works.
- e) Cllr Dovey, Christmas lights and Brancaster Staithe proposed works.
- f) Cllr Gardiner. To receive car park extension report and recommendations.
- g) Cllr Bax, welcome baskets.
- h) Clerk, Barrow Common, Rangers

6. Finance

- a) To receive financial report from the Clerk and approve monthly items of expenditure.
- b) To receive draft budget.

7. To consider and resolve:

- a) Request for 50% funding of replacement play equipment Brancaster Playing field.
- b) Car park working groups recommendations as per report agenda item 5 f) :
 - 1) To reverse existing decision for car park specification and retender a revised grass mesh system (specification to follow).
 - 2) Adopt ungated access (unless doing so alters planning permission requirements, insurance coverage, or liability — in which case, retain the gate and fence and install a second gate at the bottom.)
 - 3) To agree to fund signage welcome and overflow carparking signs.
 - 4) To note plans for future project for existing car park.
- c) To receive proposed specification for works Brancaster Staithe. (Cllr Dovey)
- d) To approve the use of the Brancaster playing field by Docking football club.

8. To confirm any delegated decisions made

9. Other matters:

Receive reports from Council groups and representatives.

10. Correspondence and requests

To note any correspondence of note.

- a) Brancaster Staithe and Deepdale Village Hall request for assistance with water system and action taken by the clerk.
- b) Letter from parishioner.

11. AOB and agenda requests

To receive any further comments from Councillors – information only

To receive future agenda requests from Councillors

12. Public Questions - 2

Comments and questions are welcome. Maximum time ten minutes, three minutes per person.

13. Next meeting

To confirm place, date and time of meeting 2nd December Village Hall Brancaster 6.30 pm.

