

NOTICE OF SOUTH WALSHAM PARISH COUNCIL MEETING

You are hereby invited to attend the South Walsham Parish Council Meeting on

Monday 4th May 2020 at 7.30pm using Zoom

Members of the press and public are invited to attend

Due to new Government Legislation, The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 the Parish Council's Standing Orders have been updated to allow the use of remote meetings while social distancing is in place.

Information for Members of the Public:

The meeting can be accessed on Zoom - Meeting ID: 743 6127 8621 and password: 009010

1. <https://us04web.zoom.us/j/74361278621?pwd=Y0RCZ1hiTDREblhKNm1ZQjFud2FBQT09>. You can join the meeting either by phone, computer or android/apple device. Please mute your device.
2. Members of the public wishing to speak on an item on this agenda need submit this in writing by 4pm Sunday 3rd May 2020. This will be read out under public participation for members to consider.
3. The agendas and the minutes of the meeting are available on the Council's website.
4. Any person wishing to photograph, record, broadcast or transmit the proceedings of a meeting should notify the Council at the beginning of the meeting.
5. The facilities limit the length of the meeting to a maximum of 40 minutes.

Aileen Beck

Aileen Beck
Parish Clerk

AGENDA

1. ATTENDANCE

To note those participating and to consider apologies for absence.

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

- 2.1 To consider the process for dispensations – either via the Clerk or by Full Council.
- 2.2 To consider any dispensations.

You have a Disclosable Pecuniary Interest in a matter to be discussed if it relates to something on your Register of Interests Form. You must declare the interest and leave the remote meeting whilst the matter is under discussion.

You have a Personal Interest in a matter to be discussed if it affects:

- Your wellbeing or financial position.
- That of your family or close friends.
- That of a club or society in which you have a management role.

In these instances, members must declare a PERSONAL interest, but can speak and vote on the matter. Whenever you declare an interest you must say why the interest arises so that it may be included in the minutes.

3. MINUTES OF PREVIOUS MEETING

To confirm the accuracy of the minutes of the Parish Council Meeting held on 6th April 2020.

4. PUBLIC PARTICIPATION & REPORTS

Clerk to read any comments submitted before the deadline above

5. MATTERS ARISING FROM PREVIOUS MEETINGS – TO RECEIVE UPDATES

- 5.1 Bench at Pilson Green pond to be re-sited closer to the road by George Taylor
- 5.2 Work on the Churchyard gates completed by George Taylor

South Walsham Parish Council, 3 Broadacres, Pilson Green, South Walsham NR13 6EJ
Clerk: Miss Aileen Beck Telephone: 01603 270392 Email: southwclerk@outlook.com

6. CORRESPONDENCE

email	Priscilla Bacon Lodge	Thank you for £200 donation	For information
letter	EACH	Thank you for £200 donation	For information
email	PC Ian Kennedy	New beat manager to be appointed – contact PC Steve Clarke in meantime	For information
email	Lewis Treloar	Request for information re fishing	Response required

7. ADMINISTRATIVE & FINANCIAL MATTERS

- 7.1 To authorise payments as per circulated schedule
- 7.2 To receive and agree bank reconciliation
- 7.3 To adopt the following Council policies:
 - 7.3.1 Financial Regulations as amended to allow payments to be made with two (or more) cheques as appropriate during the coronavirus pandemic
 - 7.3.2 New Standing Orders incorporating The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 for remote meetings
 - 7.3.3 Filming at Parish Council meetings
 - 7.3.4 Revised Complaints Procedure
 - 7.3.5 Duties of the Responsible Financial Officer
- 7.4 To note the insurance renewal premium from Came and Company due by 1st June 2020
- 7.5 To note there is no requirement to hold Annual Meeting and Annual Parish Council Meeting before 7th May 2021
- 7.6 To note PKF Littlejohn require the approved audit papers by Friday 31st July 2020
- 7.7 To agree Clerk attending NALC course to learn to create documents in Word or PDF format that meet accessibility standards under the Public Sector Website Accessibility legislation at £20 + VAT
- 7.8 To note re-declaration of compliance submitted to The Pensions Regulator

8. PLANNING

To consider planning application 20200822: Demolition of existing bungalow, sub division of curtilage and erection of two self contained holiday homes at 8 The Street, South Walsham, NR13 6AH

9. CHURCHYARD

- 9.1 To consider request to repaint 'Church open' sign at cost of no more than £100
- 9.2 To consider request for George Taylor to tidy NW corner of churchyard and control of invasive weeds along church wall
- 9.3 To note one lighting bollard has become loose at its base

10. CEMETERY

To consider request to protect flowers placed within horizontal memorial stone

11. REPORTS FROM COUNCILLORS

- 9.1 Pilson Green pond – removal of the large overhanging bush next to the telephone/ broadband box
- 9.2 Fly tipping
- 9.3 Overgrown vegetation at old play area on Burlingham Road
- 9.4 Grant from Norfolk Community Fund

12. ITEMS FOR INCLUSION IN THE NEXT AGENDA

Next scheduled meeting: 1st June 2020