

NOTICE OF SOUTH WALSHAM PARISH COUNCIL MEETING

You are hereby invited to attend the South Walsham Parish Council Meeting at the Village Hall on: **Monday 1st April to follow Annual Parish Meeting**
Members of the press and public are invited to attend

Sarah Hunt

Sarah Hunt
Parish Clerk

AGENDA

1. ATTENDANCE

To note those present and consider apologies for absence.

2. DECLARATIONS OF INTEREST AND 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 room 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 18th March 2018.

4. PUBLIC FORUM

4.1 To receive reports from County Councillor, District Councillor and Police if present.

4.2 To receive comments from members of the public, restricted to 5 minutes per person, on matters elsewhere in the agenda.

5. MATTERS ARISING FROM PREVIOUS MEETINGS – TO RECEIVE UPDATES

5.1 SAM Camera Data. Cllr D Debbage

6. PLANNING

To consider any applications received prior to the meeting.

7. ADMINISTRATIVE MATTERS

7.1 Grave Maintenance – Mr & Mrs Hewitt. Local florist agrees to deliver for £18.95 on each occasion twice a year.

7.2 To confirm that Councillors are aware that all decisions on behalf of Council are made at meetings – any items to be put on agenda notified to Clerk.

7.3 To authorise Chairman to sign Institute of Cemetery Management Corporate Membership application form - £90.00/year.

7.4 To consider the issuing of paper to councillors in May 2019.

7.5 To agree Standing Orders as presented.

7.6 To adopt Code of Conduct as presented.

7.7 To adopt Financial Regulations as presented.

South Walsham Parish Council, Weavers Edge, Chequers St, East Ruston, NR12 9JT
Clerk: Mrs Sarah Hunt Telephone: 01692 580859 Email: southwclerk@outlook.com

8. FINANCIAL MATTERS

- 8.1 To receive draft annual bank reconciliation.
- 8.2 To consider bank account provision – closure of accounts.
- 8.3 To consider bank account provision – interest bearing/investment account.
- 8.4 To confirm agreement of Norwich Electrical invoice for light bollard replacement.
- 8.5 To consider donation request from Norfolk Accident Rescue Service. NARS.
- 8.6 To authorise payments as previously circulated.
- 8.7 Asset Register – to be carried forwards to May meeting. Clerk/Cllr Steward.
- 8.8 To consider administration of Churchyard/Cemetery.

9. PLAYGROUND

- 9.1 Equipment – Rubber mulch around the Orbit Merry Go Round. Cllr M Steward
- 9.2 Asset Register. Cllr M Steward

10. SLIPWAY

- 10.1 To confirm that Slipway lock and keys are on order.
- 10.2 To agree numbering system.
- 10.3 To confirm letter has been sent to all key holders confirming that new keys will be issued in due course.
- 10.4 To agree review of key-holders agreement/lease agreement.

11. PARISH FOOTPATHS.

- 12.1 Registration of three rights of way - update. Cllr Steward/Clerk

12. TREES AT REAR OF VILLAGE GREEN.

To confirm that the Tree Surgeon has been asked to undertake an inspection of the trees at the front of the green and to notify any charge that would be incurred for same.

13. PONDS.

- 14.1 To agree the replacement of the belt and rope. Cllr Steward.

14. ITEMS FOR INCLUSION IN THE NEXT AGENDA

To review current bank account provision.

Next Meeting: Monday 13th May 7.30pm Annual Parish Council Meeting

The Chairman may move that in accordance with the provision of Schedule 12a of the Local Government Act 1972, Section 5 of the Local Authorities (Meetings and Access to Information) Regulations that the public and press be excluded during consideration of the following items due to their confidential nature.

15. TO CONSIDER THE APPOINTMENT OF THE PARISH CLERK.

Probation period completes on 30th April 2019.