

# **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 3<sup>rd</sup> February 2020 at 7.30pm**

Members of the press and public are invited to attend

*Aileen Beck*

Aileen Beck

Parish Clerk

## **AGENDA**

### **1. ATTENDANCE**

To note those present and 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 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 6<sup>th</sup> January 2020.

### **4. PUBLIC FORUM**

4.1 To receive reports from County Councillor - Fran Whymark, District Councillors - Nigel Brennan and Justine Thomas 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. Item to last no more than 20 minutes.

### **5. MATTERS ARISING FROM PREVIOUS MEETINGS – TO RECEIVE UPDATES**

5.1 Clerk reported speeding through village and protruding hedge to Highways

5.2 New Parish website being compiled by Norfolk Association of Local Councils

5.3 Clerk attended briefing to consultation of Greater Norwich Local Plan

5.4 'No Cold Calling Zone' article placed in The Mardler

5.5 Article placed in The Mardler requesting users of the footpath across the marshes to contact the Clerk – User Evidence Forms requested and returned

5.6 Clerk reported pond liner concerns and maintenance to County Farms

### **6. CORRESPONDENCE**

email	County Farms	Concerns about dog waste being hung on trees in Burlingham Wood	For information
letter	Churchwarden	St Mary's Flower Festival – request to sponsor flower arrangement	For consideration
letter	Norfolk & Norwich University Hospital	Request for volunteers for the 'Settle in Service'	For information

email	Broadland Tree Warden Network	Acknowledgement and thank you for £25 donation	For information
email	Greater Norwich Local Plan	Consultation event to be held for the public at Acle Community Centre 6 <sup>th</sup> February 2020 2-8pm	For information
email	Greater Norwich Local Plan	Consultation on Document 1: The Strategy and Document 2: Sites Plan open from 29 January until 16 March 2020.	For consideration

## 7. PLANNING

- 7.1 Application 20200017: Cwtch Cottage, 21 Upton Road, South Walsham NR13 6EL - Replace Existing Roof with Taller Attic Roof Trusses, Dormer and Roof Windows
- 7.2 Application 20200006: 2 Broad Lane, South Walsham NR13 6EE - Erection of New Brick Building to Rear of Garden

## 8. ADMINISTRATIVE & FINANCIAL MATTERS

- 8.1 To authorise payments as circulated schedule
- 8.2 To receive and agree bank reconciliation
- 8.3 To agree Council meeting dates for 2020/21
- 8.4 To note that Clerk has made enquiries with HMRC as VAT claim for 2018/19 yet to be received
- 8.5 To note that Council minutes 2000 to 2017 to be bound for £90 before depositing at Norfolk Record Office

## 9. CEMETERY & CHURCHYARD

- 9.1 To receive the notes of the JCBF meeting held 13<sup>th</sup> January 2020
- 9.2 To discuss the JCBF recommendations:
  - 9.2.1 to accept Abbey Memorial quote to stabilise the Jermy headstone in cemetery
  - 9.2.2 to ratify the emergency tree work carried out at the churchyard
  - 9.2.3 to note Norwich Electrical to investigate switch fault at churchyard gate
- 9.3 To discuss work carried out at front of cemetery and any progress on proposed improvements

## 10. RECREATION GROUND

- 10.1 To discuss request for removable post to be installed at entrance to cemetery
- 10.2 To discuss request for advertising board to be installed at fence on the staithe
- 10.3 Update on Memorandum of Agreement between the Council and the Village Hall

## 11. GROUNDS MAINTENANCE CONTRACTS

To review and revise where appropriate taking other agenda items into account

## 12. SCHEDULED MAINTENANCE TASKS

Updates - Cllr Steward

## 13. DRAINAGE, SEWERAGE & POLLUTION ISSUES IN THE VILLAGE

To be discussed - Cllr Russell

## 14. ITEMS FOR INCLUSION IN THE NEXT AGENDA

Next Meeting: 2<sup>nd</sup> March 2020

Policy review