

## **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 1<sup>st</sup> July 2019 at 7.30pm**  
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**

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 3<sup>rd</sup> June 2019.

#### **4. PUBLIC FORUM**

4.1 To receive reports from County Councillor - Fran Whymark (apologies received), District Councillors - Nigel Brennan and Justine Thomas (apologies received) 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 Cleaning of Highway Signs. To confirm protective equipment, materials, Risk Assessment and COSHH Sheet provided to volunteer. Clerk

5.2 Registration of New Footpath. PSMA Mapping access received.

5.3 Emergency Plan Review. Cllr M Steward

5.4 Playground Sign. Cllrs D Debbage/M Steward.

#### **6. CORRESPONDENCE**

To consider any correspondence received prior to the meeting.

#### **7. PLANNING**

7.1 To consider the pre-application consultation for the proposed telecoms installation LAND AT RECREATION GROUND, SCHOOL ROAD.

7.2 Application 20190879 – 2 Broad Lane, South Walsham, NR13 6EE. Demolish part of rear veranda and erect linked single storey rear extension.

## **8. ADMINISTRATIVE MATTERS**

8.1 To note training booked for Cllr Miller – Being an Effective Councillor. 12.09.2019.

8.2 To adopt Email Privacy Contact Notice.

8.3 To note the next JCBF meeting is now the 8<sup>th</sup> July 2019.

## **9. FINANCIAL MATTERS**

9.1 To consider request for donation – Age UK.

9.2 To authorise payments as circulated schedule.

9.3 To receive bank reconciliation.

9.4 To note that the Clerk now has access to internet banking.

9.5 To authorise necessary payments by agreement of Chair/Vice-Chair and Clerk prior to September meeting during August.

## **10. HIGHWAYS/FOOTPATHS.**

10.1 Footpath 5 – Wymers Lane to School Road.

10.2 Parish Partnership funding – to consider an application.

## **11. RECREATION GROUND.**

11.1 To consider the Memorandum of Agreement between South Walsham Village Hall Trustees and the Parish Council which expires December 2019.

11.2 Boundary Ditch.

## **12. SLIPWAY KEYS.**

12.1 To receive confirmation that the lock has now been changed. Update on keyholders.  
CLERK

## **13. VILLAGE WALK.**

To consider recommendations following recent Village Inspection.

## **14. TREES.**

14.1 Urban Tree Challenge Fund.

14.2 To consider a village tree survey.

## **15. PLAYGROUND.**

To review equipment provision as discussed on Village Walk.

## **16. OWNERSHIP OF BURLINGHAM WOOD.**

Cllr R Jones.

## **17. ITEMS FOR INCLUSION IN THE NEXT AGENDA**

Next Meeting: 2<sup>nd</sup> September 2019

The Chairman may RESOLVE that in accordance with the Public Bodies (admission to Meetings) Act 1960 that the public and press be excluded during consideration of the following items due to their confidential nature.

## **18. RECRUITMENT OF A PARISH CLERK.**

To decide interview/appointment process following application closure date of 21<sup>st</sup> June 2019.