

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 3rd June 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 13th May 2019.

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 Playground Inspection. Cllr M Steward

5.2 Cleaning of Highway Signs. To confirm emails sent to Insurance/Highways. Clerk

5.3 Flooding outside 1 The Street – reported to Highways.

5.4 Kidmans' Corner Pond – liner.

6. CORRESPONDENCE

NALC/SLCC	Norfolk Local Councils Conference – 12/7/19 at Carrow Road. 9 – 3pm £49.50	To consider attendance.
Norfolk Co Co	Western Link	Tabled.
Local Pension Fund	Latest MHCLG Consultation	For response if required.

SNAP MEETING	27 th August 2019 at 17.45pm. Acle library. Open to the public.	For information.
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7. PLANNING

7.1 Application BA/2019/0030/FUL – Broad View, Fleet Lane, South Walsham - WITHDRAWN

8. ADMINISTRATIVE MATTERS

8.1 Councillors Responsibilities. To agree representation on outside bodies and areas of responsibility.

8.2 Telephone box. To consider cleaning/painting.

8.3 To confirm data protection certificate has been renewed and updated.

8.4 To Adopt the GDPR Audit as circulated.

8.5 To Adopt the retention of documents policy as circulated.

8.6 Maintenance Schedule.

9. FINANCIAL MATTERS

9.1 To authorise payments as circulated schedule.

9.2 To receive bank reconciliation.

9.3 To consider re-appointing Sue Lake as internal auditor for 2019/20 - £120.00.

9.4 To receive confirmation that the end of year finance documentation has been sent to PKF Littlejohn external auditor.

9.5 To confirm £18.95 transferred from 'Hewitt' account 07455911 to 'Current' account 00621042 to cover flowers.

9.6 To note that the CIL return has been made to Broadland District Council and posted onto the website.

10. HIGHWAYS.

10.1 To decide whether to progress the registration of any of the three rights of way.

11. CEMETERY/CHURCHYARD.

11.1 To note date of next JCBF meeting. Cllr R Jones

12. SLIPWAY KEYS.

12.1 To consider key holders agreement/lease agreement.

13. BUS TIMETABLE ALTERATION.

To discuss email received – cancellation of the 10.17 to Norwich and the 13.55 return.

14. WEEDKILLER.

To discuss the unauthorised use of weed killer on Parish Council controlled land.

15. TREES.

To receive response regarding trees on village green. To consider a village tree survey.

16. ITEMS FOR INCLUSION IN THE NEXT AGENDA

Next Meeting: 1st July 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.

17. RECRUITMENT OF A PARISH CLERK. Update.