

## **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 13<sup>th</sup> May 2019 at 7.30pm**  
Members of the press and public are invited to attend

*Sarah Hunt*

Sarah Hunt  
Parish Clerk

### **AGENDA**

**1. TO WELCOME COUNCILLORS FOLLOWING ELECTION 2<sup>nd</sup> MAY 2019.**

- 1.1 Councillors to Sign Acceptance of Office Forms.
- 1.2 Councillors to complete Declaration of Interests Forms.
- 1.3 Councillors to sign Agreement to abide by the Code of Conduct.

**2. ELECTION OF CHAIR.**

Chair to Sign Acceptance of Office.

**3. ELECTION OF VICE-CHAIR.**

**4. ATTENDANCE**

To note those present and consider apologies for absence.

**5. DECLARATIONS OF INTEREST AND DISPENSATIONS**

- 5.1 To consider the process for dispensations – either via the Clerk or by Full Council.
- 5.2 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.

**6. MINUTES OF PREVIOUS MEETING**

To confirm the accuracy of the minutes of the Parish Council Meeting held on 1<sup>st</sup> April 2019.

**7. PUBLIC FORUM**

- 7.1 To receive reports from County Councillor - Fran Whymark, District Councillors Nigel Brennan and Justine Thomas and Police if present.
- 7.2 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.

**8. MATTERS ARISING FROM PREVIOUS MEETINGS – TO RECEIVE UPDATES**

- 8.1 SAM Camera Data. Cllr D Debbage.
- 8.2 Playground Inspection. Cllr M Steward

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

- 8.3 Registration of Three rights of way. Clerk
- 8.4 Trees at Rear of Village Green. Still no contact from tree surgeon Tom Reed.
- 8.5 Play Area Sign – update. Cllr D Debbage
- 8.6 Pilson Green Pond – update on work carried out. Cllr M Steward
- 8.7 To confirm Flowers were delivered to Mr and Mrs Hewitts graves.

## 9. CORRESPONDENCE

Merchant Navy Fund	Request to fly 'Red Ensign' on 3/9/2018	For consideration
Norfolk Pension Fund	Consultation on 'exit cap payment'.	For consideration
NARS	Thank you for donation. Offer to come out to speak to any groups in the village	For information.
BDC – Trevor Holden	Notification of new Management Structure – 'Two Councils one Team'	Tabled.
BDC – Martin Thrower	Notification that Emma Hodds is the newly appointed monitoring officer.	For information.
Norfolk ALC	Request for nominations to join the Executive Committee	For consideration.
Dave Rayner	Request for suggested Textile Bank locations	For consideration.
Norfolk ALC	Nominations for Norfolk ALC Executive	For consideration.

## 10. PLANNING

- 10.1 Broads Authority Local Plan Report from the Planning Inspector – going to Full Authority on 17<sup>th</sup> May 2019.
- 10.2 To consider application BA/2019/0030/FUL – Broad View, Fleet Lane, South Walsham

## 11. ADMINISTRATIVE MATTERS

- 11.1 To agree meeting dates for the next 12 months.
- 11.2 To consider Adopting the Power of Competence. To confirm that the Council meets the criteria for adoption: That the number of Councillors elected at the last election equals or exceeds two thirds of its total number of Councillors and that the Parish Clerk holds at least one of the sector specific qualifications and has passed the General Power of Competence module as part of the CiLCA qualification.
- 11.3 To authorise chairman to sign Institute of Cemetery Management Corporate Membership application form - £90.00/year.
- 11.4 To agree a date in June for the annual Parish walk.
- 11.5 Councillors Responsibilities. To agree representation on outside bodies and areas of responsibility.

## 12. FINANCIAL MATTERS

- 12.1 To receive the Internal Auditor Report for financial year to March 31<sup>st</sup> 2019.
- 12.2 To complete the governance report for the financial year to March 31<sup>st</sup> 2019.
- 12.3 To receive Income and Expenditure Accounts 2018/2019.
- 12.4 To note the audit posting dates for the exercise of public rights – 17/6/19 – 26/7/19.
- 12.5 To receive notification that £9,226.50 has been received from Broadland District Council for the first half of the 2019/20 precept.
- 12.6 Bank Account Provision – to consider changing accounts. Clerk Recommendation to await new Clerk.
- 12.7 To confirm agreement of Norwich Electrical invoice for the light bollard replacement.
- 12.8 To authorise payments as circulated schedule.

- 12.9 Asset Register. Cllr M Steward
- 12.10 To consider bank signatories – to remove Peter Crook and add an additional councillor.  
Signatories currently Cllrs R Russell, Jones, John Debbage, Peter Crook.

**13. HIGHWAYS.**

- 13.1 To consider the issue of speeding in the Village.
- 13.2 Sign Cleaning.

**14. SLIPWAY KEYS.**

- 14.1 Update on the re-issue of slipway keys.
- 14.2 To consider key holders agreement/lease agreement.

**15. KIDMAN’S CORNER POND.**

To consider clearing the Pond. Cllr M Steward.

**16. ITEMS FOR INCLUSION IN THE NEXT AGENDA**

Next Meeting: 3<sup>rd</sup> June 2019

The Chairman may RESOLVE 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.

**17. TO CONSIDER THE COUNCIL’S RESPONSIBILITIES CONCERNING THE CEMETERY/CHURCHYARD.**

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