

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 7th October 2019 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 2nd September 2019.

4. PUBLIC FORUM

- 4.1 To receive reports from County Councillor - Fran Whymark, District Councillors - Nigel Brennan and Justine Thomas, specifically an update on proposals to change the Kingfisher Lane carpark to pay and display arrangements, 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 To note the Clerk attended the Introduction to VAT for Local Councils course and has also completed Module 1 of the Introduction to Local Council Administration Certificate
- 5.2 To note that the Clerk is note that the Clerk is obtaining quotes for building a new website – to be discussed at next meeting
- 5.3 To note that the transfer of £19,124.28 from the current account into the designated Cemetery and Churchyard Funds account has been carried out by Clerk and details of that account have been passed onto the Parochial Church Council
- 5.4 To note that the Clerk has been asked to look into whether improvements to existing footpaths could be covered by an application under the Parish Partnership funding – to be discussed at next meeting

6. CORRESPONDENCE

To consider any correspondence received prior to the meeting:

email	Norfolk County Council	Norfolk Minerals and Waste Local Plan Review consultation open 18/09/19 to 30/10/19	For information – does not mention South Walsham
email	Norfolk Wildlife Trust	Request for a letter of support for the ‘South Walsham Marsh crane habitat improvements’	Action required
Email	SCOPE	Request for consideration of a SCOPE textile bank to be situated in South Walsham	Action required - suitable location?
email	NALC	Community, Well-being, Environment and Parish & Town Councils initiative for Councillors	For consideration
email	Broads Authority	Notice of consultation on planning documents: Flood Risk Supplementary Planning Document, Marketing and Viability Supplementary Planning Document & Statement of Community Involvement	For information
email	South Norfolk CCG	Press release re importance of flu jabs	For information
email	Local Government Boundary Commission for England	Public consultation on division boundaries for Norfolk County Council is open until 2 December 2019	For consideration
email	David Murrell	Suggestion regarding the Kings Arms	For consideration

7. PLANNING

- 7.1 To consider the pre-application consultation for the proposed telecoms installation LAND AT RECREATION GROUND, SCHOOL ROAD following feedback from Village Hall Trustees
- 7.2 To consider the planning application BA/2019/0278/FUL relating to the erection of two timber shelters at NWT Upton Broads and Marshes Nature Reserve

8. ADMINISTRATIVE MATTERS

- 8.1 To note that the Clerk is to attend The Local Government Boundary Commission for England (LGBCE) briefing on the current electoral review of Norfolk on 6th October 2019

9. FINANCIAL MATTERS

- 9.1 To authorise payments as circulated schedule.
- 9.2 To receive bank reconciliation.
- 9.3 To note the Clerk now has limited access to the Council’s bank accounts with Lloyds.
- 9.4 To note the second precept instalment of £9,226.50 has been received from Broadland District Council
- 9.5 To agree the transfer of the second instalment from the Baker Fund of £1,091.24 into Lloyds a/c 01460751 and that in future such necessary internal transfers can be made whenever necessary without recourse to Council
- 9.6 To note that the external audit by PKF Littlejohn has been completed with no action required by the Council as a result of the review
- 9.7 To consider alternative bank accounts available to the Council

10. CEMETERY AND CHURCHYARD

- 10.1 To receive the notes of the recent JCBF meeting 16th September 2019
- 10.2 To discuss the quotes received for the following work required within the Churchyard:
 - 10.2.1 Wall gap at east end of north boundary wall with east boundary wall
 - 10.2.2 Inspection Chamber in carpark
 - 10.2.3 Installation of oak posts in car park
 - 10.2.4 Ramp into car park

- 10.2.5 Removal of side shoots from lime trees
- 10.2.6 Issues with Churchyard bollard lighting
- 10.3 To discuss the boundary ditch, the condition of the cemetery and to consider its improvement

11. STAITHE

To review and discuss existing arrangements

12. TREES

- 12.1 To progress the village tree survey.
- 12.2 To note next Tree Warden Network AGM on 19th October at Freethorpe Village Hall

13. RECREATION GROUND

- 13.1 To discuss the problems relating to various people using the playing field to walk/exercise their dogs despite signs to the contrary
- 13.2 To consider the Memorandum of Agreement between South Walsham Village Hall Trustees and the Parish Council which expires December 2019

14. ANGLIAN WATER PUMPING STATION

To discuss action taken following recent problems

15. MAINTENANCE ITEMS

To consider the following:

- 15.1 Clarification on Garden Guardian's schedule inc. hedge cutting and weed killing
- 15.2 Update on work at the Bus Shelter at Pilson Green pond – Cllr Steward
- 15.3 Seat around the tree at Village Green – Cllr Miller
- 15.4 Flower boxes – Cllr Miller
- 15.5 Benches – Cllr Steward
- 15.6 Pond Maintenance Plan – Cllr Steward
- 15.7 Marsh Road Pond – update Cllr Jones
- 15.8 Burlingham Road Wood – update on ownership, maintenance and approved work

16. EMERGENCY PLAN REVIEW

Update on progress – Cllr Steward

17. PLAYGROUND SIGN

Update on progress – Cllrs Steward & Debbage

18. ITEMS FOR INCLUSION IN THE NEXT AGENDA

Next Meeting: 4th November 2019