

NOTICE OF SOUTH WALSHAM PARISH COUNCIL MEETING

You are hereby invited to attend the meeting of South Walsham Parish Council on

Monday 5th October 2020 at 7.30pm

Members of Council have the option to meet in person in line with current social distancing measures at South Walsham Village Hall. Members of the press and public are invited to attend by Zoom.

Due to new Government Legislation, The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 the allows the use of remote meetings until 7th May 2021.

Information for Members of the Public:

1. The meeting can be accessed via Zoom - Meeting ID: 852 5939 2293 and password: 774487
<https://us02web.zoom.us/j/85259392293?pwd=VkljVndGQnRRWnpQKzFXTG1iOXphUT09>
Telephone numbers: +44 203 481 5237; +44 203 481 5240; +44 203 901 7895; +44 131 460 1196 or +44 203 051 2874
2. You can join the meeting either by phone, computer or android/apple device. You will be muted upon entry.
3. Members of the public wishing to speak on an item on this agenda need submit this in writing by 12noon Monday 5th October 2020. This will be read out under public participation for members to consider.
4. The agendas and the minutes of the meeting are available on the Council's website.
5. Any person wishing to photograph, record, broadcast or transmit the proceedings of a meeting should notify the Council at the beginning of the meeting.

Aileen Beck

Aileen Beck Parish Clerk

30th September 2020

AGENDA

1. ATTENDANCE

To note those participating and to 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 remote meeting 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 7th September 2020

4. PUBLIC PARTICIPATION & REPORTS

Clerk to read any comments submitted before the deadline above

5. MATTERS ARISING FROM PREVIOUS MEETINGS – TO RECEIVE UPDATES

- 5.1 Clerk to meet with Lewis Treloar of Broads Authority to discuss the Staithe
- 5.2 Clerk contacted Broadland District Council re Kingfisher Lane carpark
- 5.3 Clerk reviewing deeds to Council owned land

South Walsham Parish Council, 3 Broadacres, Pilson Green, South Walsham NR13 6EJ
Clerk: Miss Aileen Beck Telephone: 01603 270392 Email: southwclerk@outlook.com

- 5.4 Website duly updated with revised policies and Web Accessibility Statement by 23rd September 2020
- 5.5 Damaged tomb in front of St Mary's repaired
- 5.6 SAM2 sign repaired and returned
- 5.7 Speed reduction signs designed by Fairhaven Primary School erected
- 5.8 Notices re footpath right of way claim and fly tipping printed in September 2020 edition of the Marshland Mardler
- 5.9 Highways contacted about all matters raised for their attention during September's meeting

6. CORRESPONDENCE

Email	Broads Authority	Consultation on Coastal Adaptation Supplementary Planning Document (4 th September to 16 th October) Draft Guide to Residential Moorings (25 th September to 20 th November) Draft Guide to understanding and addressing the impact of new development	For consideration
Email	Parishioner	Report of rubbish at the Staithe	For information – removed next day by Cllr J Debbage
Email	Cllr Fran Whymark	Footpath along School Road scheduled to be cut before the end of September – delay due to covid restrictions	For information
Email	Local Government Boundary Commissioner for England	Consultation on draft division boundaries for Norfolk County Council (15 th September – 23 rd November)	For consideration
Email	CPRE	Response to the Planning White Paper consultation	For information
brochure		A47 duelling	For information
Email	Acle Police Station	Details of Acle Safer Neighbour Team	For information

7. FINANCIAL MATTERS

- 7.1 To agree and authorise payments as per circulated schedule
- 7.2 To receive and agree bank reconciliation
- 7.3 To appoint Councillor to carry out 6 month internal audit (must not be a signatory on bank accounts)
- 7.4 To consider and inform Clerk of any budget requests for councillor's areas of responsibility for 2021/22

8. POLICIES AND PROCEDURES

- 8.1 To consider and adopt revised Complaints Procedure
- 8.2 To consider and adopt revised Filming at Parish Council Meetings Policy

9. PLANNING

To consider planning application 20201701: Installation of flue to wood burner at 1 Chameryhall Lane, South Walsham NR13 6DU

10. TREE SURVEY

To consider Council's responsibilities for trees to be surveyed and discuss quotes, if available

11. CHURCHYARD AND CEMETERY

- 11.1 To receive notes from the JCBF meeting held Tuesday 8th September 2020
- 11.2 To discuss the JCBF recommendations regarding the Pollard graves and to authorise work suggested for George Taylor to carry out
- 11.3 To authorise the quote from Norwich Electrical for replacement lighting bollards due to ant problem

- 11.4 Churchyard wall and pavement swept and weeded by Cllr Miller
- 11.5 To agree expenditure of £344.94 for net to protect cemetery from footballs once conifers removed
- 11.6 Update to cemetery improvements plan

12. TRAFFIC CALMING MEASURES/SAM2 SIGN

To discuss:

- 12.1 The terms of the Memorandum of Understanding dated 24th November 2017
- 12.2 The revised document

13. BURLINGHAM ROAD COMMUNITY WOODLAND

To receive any updates, to include the recent working day (Cllr Steward)

14. PLAYGROUND

Update with progress for new gate and signs being designed by Fairhaven School

15. ISSUES ARISING WITHIN THE VILLAGE

Sign 'to the village' at Kingfisher Lane carpark – Cllr J Debbage

16. GRANT REQUESTS

To consider requests for financial assistance from:

- 16.1 Marshland Mardler
- 16.2 South Walsham Cricket Club
- 16.3 Fairhaven C of E VA primary School

Council may RESOLVE that in accordance with the Public Bodies (admission to Meetings) Act 1960 that the public and press be excluded during consideration of item 17 due to its confidential nature.

17. CLERK'S WORKING CONDITIONS

To consider Clerk's working conditions and health and safety implications

18. ITEMS FOR INCLUSION IN THE NEXT AGENDA

Next scheduled meeting: 2nd November 2020
Budget