

# **NOTICE OF SOUTH WALSHAM PARISH COUNCIL MEETING**

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

**Monday 7<sup>th</sup> December 2020 at 7.30pm** to be held via Zoom

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 7<sup>th</sup> May 2021.

## **Information for Members of the Public:**

1. The meeting can be accessed via Zoom - Meeting ID: 876 8935 5806 and password: 682956  
<https://us02web.zoom.us/j/87689355806?pwd=dnJneC9jTm1LWnEycHRdUxsxUVJnZz09>  
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 7<sup>th</sup> December 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

2<sup>nd</sup> December 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 2<sup>nd</sup> November 2020

### **4. PUBLIC PARTICIPATION & REPORTS**

Clerk to read any comments submitted before the deadline above

### **5. MATTERS ARISING FROM PREVIOUS MEETINGS – TO RECEIVE UPDATES**

Internal audit by councillor delayed due to lockdown: Clerk to organise when restrictions ease

### **6. CORRESPONDENCE**

email	Acle Food Bank	Request for non-perishable food items and toiletries to Acle Methodist Church, open Thursdays 10-11am or cheques made payable to Acle Parish Council
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Email	Norfolk Association of Local Councils	Questionnaire for completion re flood and emergency planning from Anglian (Eastern) Regional Flood and Coastal Committee
Email	Broads Authority	Vacancy for an Independent Person to help promote and maintain high ethical standards among its Members and Co-opted Members.

**7. FINANCIAL & ADMINISTRATION MATTERS**

- 7.1 To agree and authorise payments as per circulated schedule
- 7.2 To receive and agree bank reconciliation
- 7.3 To note internal transfers of £2,286.11 (£20.14 from 'interest' and £2,265.61 from 'VAT') into the general fund and transfers out of general fund of £3,113.36 (£1,409.73 to 'bus shelters', £1,684.48 to 'Village Hall' and £19.15 into 'playground')
- 7.4 To note Notice of Conclusion of Audit received from external auditors PKF Littlejohn LLP and posted on website and noticeboards on 9<sup>th</sup> November 2020
- 7.5 To agree precept request for 2021/22
- 7.6 To re-adopt Grant Awarding policy reviewed annually
- 7.7 To receive Clerk's report on Council's land ownership and proceed with first registrations of unregistered land owned by Council

**8. PLANNING**

To consider Broads Authority Planning application BA/2020/0380/HOUSEH to replace 115m quay heading at White Lodge, 3 Kingfisher Lane, South Walsham

**9. TREES**

To consider quotes for tree survey to be undertaken in four locations within South Walsham

**10. CHURCHYARD AND CEMETERY**

- 10.1 To receive update from Cllr Steward regarding churchyard lights
- 10.2 To consider tomb repair quotes and appoint one to carry out necessary work
- 10.3 Update with cemetery improvements from Cllr J Debbage and Clerk
- 10.4 To receive current fee schedule and paperwork for the cemetery

**11. PLAYGROUND**

To discuss quotes for new gate and closures

**12. DEFIBRILLATORS**

To receive update

**13. SPEED CAMERA DATA**

To receive latest data

**14. COVID19 GRANT**

To consider request from Acle Parish Council for funds for the foodbank supporting local villages

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

Next scheduled meeting: 4<sup>th</sup> January 2021