

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

You are hereby summoned to attend the meeting of South Walsham Parish Council on **Monday 7<sup>th</sup> June 2021** at 7.30pm to be held at South Walsham Village Hall

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

1. This meeting will take place at South Walsham Village Hall subject to social distancing measures applicable on that date: masks are to be worn (unless an exemption applies); name and contact details must be given to the Clerk for track and trace procedures; hand sanitiser should be used before entry; seats will be placed 2m apart where possible – do not move any furniture on arrival or during the meeting; doors and/or windows will be open for ventilation so please come suitably prepared and no printed copies of this agenda will be provided unless a specific request is made to the Clerk before 4pm on Monday 7<sup>th</sup> June 2021.
2. The number of participants is limited to the capacity of the main hall at the venue.
3. Anyone experiencing any coronavirus symptoms, awaiting test results, self-isolating or with a positive test result should not attend the meeting. Please consider your own safety and whether attendance at this meeting is necessary, especially if deemed vulnerable.

*Aileen Beck*

Aileen Beck - Parish Clerk  
2<sup>nd</sup> June 2021

## **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.
- 2.3 To remind members to review forms submitted in 2019 and make any amendments that may be required.

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 or 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 5<sup>th</sup> May 2021.

### **4. PUBLIC FORUM**

- 4.1 To receive reports from County Councillor - Fran Whymark, District Councillors - Nigel Brennan and Justine Thomas, 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 Hewitt flowers – Clerk
- 5.2 Pot holes on Marsh Road repaired by Norfolk County Council
- 5.3 Recycling credits of £76.27 received from Broadland District Council
- 5.4 Awaiting Norfolk Wildlife Trust report for the Churchyard
- 5.5 Insurance renewed through BHIB for three years

## 6. CORRESPONDENCE

email	Voluntary Norfolk	Chances Project – employability and wellbeing support programme <a href="http://www.voluntarynorfolk.org.uk">www.voluntarynorfolk.org.uk</a>	See website
email	Local Government Boundary Commission for England	Proposed future electoral arrangements for Norfolk County Council	For information
email	DRIVE	Grant programme providing 12 hours of business mentoring to achieve job creation and access to grants – <a href="http://www.driveforbusiness.co.uk">www.driveforbusiness.co.uk</a>	See website
email	Acle Local Policing Neighbourhood Team	Priority Setting meeting 7pm 23 <sup>rd</sup> June 2021 – email <a href="mailto:SNTAcle@norfolk.police.uk">SNTAcle@norfolk.police.uk</a> for Teams link	See SWPC website
email	Acle Local Policing Neighbourhood Team	Proposed Street Surgery at South Walsham Village Hall carpark Thursday 29 <sup>th</sup> July 2021 at 9am	For information

## 7. FINANCIAL & ADMINISTRATION MATTERS

- 7.1 To agree and authorise payments as per circulated schedule
- 7.2 To receive bank reconciliation
- 7.3 To receive update on Annual Governance and Accountability Return and agree meeting to sign once internal audit completed
- 7.4 To re-adopt Records Management policy

## 8. PLANNING

- 8.1 To consider planning application 20210723: school entrance improvements including construction of single storey office extension and new parent waiting area at South Walsham Voluntary Controlled School, School Road, South Walsham NR13 6DZ
- 8.2 To consider planning application 20211002: single storey rear extension and associated alterations to existing roof at 4 Church Close, South Walsham NR13 6DW

## 9. CEMETERY

Update on work carried out at cemetery – Cllr J Debbage.

## 10. TREE SURVEY

To receive the Tree Condition Survey report from Target Trees and consider recommended work

## 11. CHURCHYARD MAINTENANCE

- 11.1 To consider the request to stop all strimming and weedkilling within the churchyard
- 11.2 To consider the request to have grass cuttings collected during June in readiness for the Flower Festival

## 12. MAINTENANCE SCHEDULE

To receive updates on work being carried out around the village

## 13. COMMUNITY WOODLAND

To receive report from Cllr Steward and agree any work and/or costs recommended

## 14. LAND

- 14.1 To discuss sending a letter to properties adjoining the recreation field to remind owners that no right of access exists to/from their properties
- 14.2 To consider erecting a sign at Kingfisher Lane carpark 'no overnight camping or caravans'
- 14.3 To consider the proposed gift of the Village Green to the Parish Council

**15. MEMORIAL INSPECTION**

To note biannual visual inspection due

**16. ISSUES ARISING WITHIN THE VILLAGE FOR DISCUSSION:**

- 16.1 Cutting of verges
- 16.2 Car parking along Burlingham Road/St Mary's Close
- 16.3 Withdrawal of application for mobile mast
- 16.4 Camping and caravanning facilities
- 16.5 Playground swings
- 16.6 Speed limit for Broad Land

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

Next scheduled meeting: see item 7.3/5<sup>th</sup> July 2021