

NOTICE OF SOUTH WALSHAM PARISH COUNCIL MEETING

You are hereby invited to attend the meeting of South Walsham Parish Council on **Monday 1st November 2021** at 7.30pm to be held at South Walsham Village Hall

Anyone experiencing any coronavirus symptoms, awaiting test results, self-isolating or with a positive test result should not attend the meeting.

Aileen Beck

Aileen Beck - Parish Clerk
26th October 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.

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 4th October 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 15 minutes.

5. MATTERS ARISING FROM PREVIOUS MEETINGS – TO RECEIVE UPDATES

Anglian Water: overgrown hedge at School Road pumping station

6. CORRESPONDENCE

Email	Broadland District Council	Broadland and South Norfolk Business Awards open for nominations until 13 th December 2021 www.southnorfolkandbroadland.gov.uk/businessawards	For information
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7. FINANCIAL & ADMINISTRATION MATTERS

- 7.1 To agree and authorise payments as per circulated schedule.
- 7.2 To receive bank reconciliation.
- 7.3 To note mid-year VAT claim submitted to HMRC.
- 7.4 To note second precept installment of £10,014 received late from Broadland District Council.
- 7.5 To note mid-year salary review.

8. TREES

To receive update on emergency work undertaken at the Village Green and agree any further work recommended.

9. CEMETERY & CHURCHYARD

9.1 To consider the request made by the Parochial Church concerning the Baker bequest and the proposed Memorandum of Understanding.

9.2 To consider request for cost of a wheelbarrow for use of the churchyard working party.

10. BUDGET

10.1 To consider existing maintenance contracts and discuss any amendments required.

10.2 To receive any requests for work otherwise not included within budget documentation.

10.3 To approve the draft budget as prepared by the Clerk dated 26th October 2021.

11. VILLAGE HALL & PLAYGROUND

11.1 To receive update on changing rooms upgrade – Cllr D Debbage

11.2 To note costs of relocating basket swing within playground – Cllr Steward

11.3 To receive update on lease and licence to Fairhaven CofE VA Primary School - Clerk

11.4 To note treasurer required for Village Hall Management Committee

12. HIGHWAYS ISSUES

To consider the issues requiring the attention of the Highways department at Norfolk County Council.

13. MAINTENANCE & VILLAGE ISSUES

13.1 Benches – Cllr Steward

13.2 Footpath cutting – Cllr J Debbage

14. ITEMS FOR INCLUSION IN THE NEXT AGENDA

Next scheduled meeting: 6th December 2021

Policy reviews: Reserves policy, Grant awarding policy, Web Accessibility policy and Sickness policy