

NOTICE OF SOUTH WALSHAM PARISH COUNCIL MEETING

You are hereby invited to attend the meeting of South Walsham Parish Council on **Monday 7th March 2022** 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

2nd March 2022

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 7th February 2022.

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

To receive verbal report from the Clerk, including update from Highways department, Norfolk County Council.

6. CORRESPONDENCE

Email	Norfolk Citizens Advice	£50 cheque acknowledged with appreciation	For information
Email	Norfolk Local Access Forum	Forum comprising up to 22 people giving independent advice to various organisations on improving access to the countryside in Norfolk – 14 volunteer vacancies	For information
Email	Norfolk Citizens Advice	Recruitment drive for volunteers and 2 Trustee positions available	For information
Email	Norfolk Association of Local Councils	Member Council meeting for members within Broadland at Acle Recreation Centre on Tuesday 22 nd March at 10am.	For information
Email	Norfolk Association of Local Councils	Household Support Fund	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 consider renaming the 'Emergency Planning' group and update the Emergency Plan dated 7th January 2013
- 7.4 To consider Councillors areas of responsibility last revised May 2021.
- 7.5 To consider proposal regarding outgoing editor of the Marshland Mardler – Cllr Crook.

8. POLICIES AND PROCEDURES

- 8.1 To agree Publication Scheme – reviewed annually
- 8.2 To agree Risk Management Scheme – reviewed annually
- 8.3 To re-adopt Information and Data Protection Policy – reviewed annually
- 8.4 To note Standing Orders and Financial Regulations to be renewed next meeting due to minor amendments required.

9. PLANNING

- 9.1 To consider proposed base station installation at South Walsham Village Hall and Sports Ground, School Road, South Walsham NR13 6DD.
- 9.2 To consider planning appeal APP/K2610/W/21/3288087: raising of roof ridge height to create upstairs accommodation including dormer windows in both number 8 and 10 Panxworth Road, South Walsham NR13 6DY.
- 9.3 To consider planning application 20220138: demolition of existing building and residential development comprising a single detached and two semi-detached two-storey houses together with access and parking at The Kings Arms, 1 Panxworth Road, South Walsham, NR13 6DY.

10. HEDGE AND FOOTPATH ALONGSIDE SCHOOL ROAD

To discuss issues arising since last meeting and agree approach with Norfolk County Council and County Farms.

11. LICENCE TO NORFOLK COUNTY COUNCIL FOR USE OF FACILITIES AT THE VILLAGE HALL

To agree and sign the Licence relating to use of the playing field and car park by Fairhaven CE VA Primary School.

12. CEMETERY & CHURCHYARD

To consider the February report from the Friends of the Cemetery:

- 12.1 Hedge cutting;
- 12.2 Frontage to cemetery;
- 12.3 Mature hedge between cemetery and the playing field;
- 12.4 Fruit trees at front of the cemetery;
- 12.5 Access way handrails from village hall land into the cemetery;
- 12.6 No parking signs;
- 12.7 Groundwater risk assessment;
- 12.8 To discuss cost of levelling area alongside new hedging plants using equipment owned by a member of the group;
- 12.9 Future of the cemetery.

13. OTHER MATTERS WITHIN THE VILLAGE

- 13.1 To note missing footpath sign at the Kingfisher Lane carpark.
- 13.2 Update on bus shelter progress.
- 13.3 Risk Assessments.
- 13.4 Recycling facilities – Clerk.

14. ITEMS FOR INCLUSION IN THE NEXT AGENDA

Next scheduled meeting: 4th April 2022

Deadline for items for the next agenda: with the Clerk by 5pm Friday 25th March 2022