

NOTICE OF SOUTH WALSHAM PARISH COUNCIL MEETING

You are hereby invited to attend the meeting of South Walsham Parish Council on **Monday 9th May 2022** which will follow the Annual Parish Meeting starting 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

4th May 2022

AGENDA

1. ELECTION OF CHAIRMAN

To elect the Chairman of Council and to receive the signed Declaration of Acceptance of Office.

2. ELECTION OF VICE CHAIRMAN

To elect the Vice Chairman of Council and to receive the signed Declaration of Acceptance of Office.

3. ATTENDANCE

To note those participating and to consider apologies for absence.

4. DECLARATIONS OF INTEREST AND DISPENSATIONS

4.1 To consider the process for dispensations – either via the Clerk or by Full Council.

4.2 To consider any dispensations.

4.3 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.

5. MINUTES OF PREVIOUS MEETING

To confirm the accuracy of the minutes of the Parish Council Meeting held on 4th April 2022.

6. PUBLIC PARTICIPATION & REPORTS

6.1 To receive reports from County Councillor - Fran Whymark, District Councillors - Nigel Brennan and Justine Thomas, if present.

6.2 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.

7. MATTERS ARISING FROM PREVIOUS MEETINGS – TO RECEIVE UPDATES

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

8. CORRESPONDENCE

Email	Broadland District Council	Free kerbside collection service for textiles, small electrical items and batteries	For information
Email	Broads Authority	Feasibility report for the Clean Maritime Demonstration Competition Project (CMDC) "Electrifying The Broads" now available	For information
Email	Acle and District Men's Shed	Charity set up to support residents in the local area and not just Acle. More information from acle.district.mensshed@gmail.com	For information
Email	Broadland District Council	Invitation for council representative to be present at raising of the jubilee flag. Request for residents remembering Queen's coronation in 1953.	For discussion

9. FINANCIAL & ADMINISTRATION MATTERS

- 9.1 To agree and authorise payments as per circulated schedule.
- 9.2 To receive bank reconciliation as at 29th April 2022.
- 9.3 To note revised budget figures for 2022-2023 as listed within accounts package.
- 9.4 To note receipts from Broadland District Council: Community Infrastructure Levy of £39.39 and first of two precept instalments of £11,015.50.
- 9.5 To note VAT claim for October 2021 to end March 2022 submitted to HMRC.
- 9.6 To note meeting dates for council year 2022-2023.
- 9.7 To approve revised asset register.
- 9.8 To note insurance renewal due 1st June 2022 and to discuss any renewal notices received.
- 9.9 To remind Councillors to review their disclosable interest forms submitted to Broadland District Council.
- 9.10 To discuss revision of policies as detailed within the Standing Orders, including the Complaints procedure and Filming at PC meetings policy.

10. SCHOOL ROAD HEDGE AND FOOTPATH

To continue discussions regarding the hedge along School Road and the footpath including receiving reports from Cllr J Debbage and Cllr Crook and costs associated with the upkeep and maintenance.

11. PLANNING

- 11.1 To consider planning application 20212084: retention of cabin for home working at Hill House Farm, Chameryhall Lane, South Walsham NR13 6DU.
- 11.2 To consider planning application 20220744: installation of 15m high lattice tower supporting 3 antennas and 2 transmission dishes, 3 equipment cabinets and 1 electric metre cabinet, located within a fenced compound and ancillary development at Recreation Ground, School Road, South Walsham NR13 6DD.

12. SOUTH WALSHAM VILLAGE HALL

- 12.1 To note completion of the Lease between the Norwich Diocesan Board of Finance Ltd and the Parish Council relating to use of part of the existing play area by Fairhaven CE VA Primary School.
- 12.2 To discuss the request from the School's Estates and Finance Officer of the Diocese of Norwich regarding the existing basket swing.
- 12.3 To discuss the costs of first registration of the unregistered deeds to South Walsham Village Hall and Recreation Ground in the region of £750 plus VAT plus disbursements.
- 12.4 To note completion of the Licence with Norfolk County Council and payment made direct to the Village Hall.

13. CEMETERY & CHURCHYARD

- 13.1 To consider the May report from the Friends of the Cemetery, to include:
 - 13.1.1 Grass mowing and strimming;
 - 13.1.2 Bank removal and soil distribution;
 - 13.1.3 Gate and railings;
 - 13.1.4 Fruit trees;
 - 13.1.5 Grave levelling;
 - 13.1.6 Stump grinding.
- 13.2 To consider Groundwater Risk Assessment dated 12th April prepared by The CDS Group.
- 13.3 To receive update on the Smith tomb repair following the felling of the Lawson Cypress tree.
- 13.4 To discuss grass collection in the churchyard in readiness for weddings.

14. VILLAGE GREEN

- 14.1 To discuss the planters, both existing and new.
- 14.2 To receive an update on tree work carried out in October.
- 14.3 To receive a progress report on the refurbishment of the bus shelter.
- 14.4 To receive an update on the transfer of ownership to the Parish Council.

15. TREE WORK

To note all work recommended within the May 2021 tree survey has been completed and to receive an update on the next survey.

16. COMMUNITY WOODLAND AND KIDMAN'S CORNER POND

To receive report from Cllr Steward and discuss proposal regarding removal of scrub on bend.

17. PARKING IN ST MARY'S CLOSE

To hear concerns of residents – Cllr Jones

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 18 due to its confidential nature.

18. LAND OWNERSHIP, MAINTENANCE AND RESPONSIBILITIES

To receive an update on progress made since last verbal report and discuss the annual village walk.

19. ITEMS FOR INCLUSION IN THE NEXT AGENDA

Next scheduled meeting: 6th June 2022

Deadline for items for the next agenda: with the Clerk by 5pm Tuesday 24th May 2022

Items for inclusion: AGAR