

NOTICE OF SOUTH WALSHAM PARISH COUNCIL MEETING

You are hereby invited to attend the meeting of South Walsham Parish Council on **Monday 3rd October 2022** at 7.30pm at South Walsham Village Hall, School Road NR13 6DZ

Aileen Beck

Aileen Beck - Parish Clerk

28th September 2022

Prior to the commencement of the meeting a one minute silence will be observed to pay respects to H M Queen Elizabeth II following her death on 8th September 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 5th September 2022.

4. COUNCILLOR VACANCY

To note that that council are able to fill the vacancy for one councillor by co-option and to agree timescales and advertising.

5. PUBLIC PARTICIPATION & REPORTS

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

5.2 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.

6. MATTERS ARISING FROM PREVIOUS MEETINGS – TO RECEIVE UPDATES ONLY

To receive brief verbal reports from the Clerk and Councillors for matters not otherwise appearing within this agenda, to include:

6.1 Hedge cutting along School Road – Cllrs Crook and Steward

6.2 Safety work at Town Green – Cllr Crook

6.3 Burlingham Wood update – Cllr Crook

6.4 Burlingham Road/Newport Road corner - Clerk

6.5 Planters – Cllr Miller

6.6 Noticeboards – Cllrs Crook and Steward

6.7 New basket swing – Cllr Steward

6.8 Bench at the staithe – Clerk

- 6.9 Friends of the Cemetery report – Cllr Crook
- 6.10 Quotes for tree work – Clerk
- 6.11 Communication mast on playing field

7. CORRESPONDENCE

Email	Broadland District Council	Rough Sleeper Count – 29 th September 2022	For information
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8. FINANCIAL & ADMINISTRATION MATTERS

- 8.1 To agree and authorise payments as per circulated schedule.
- 8.2 To receive bank reconciliation and budget monitoring statement as at 28th September 2022.
- 8.3 To agree appoint of a Councillor to undertake mid year internal review.
- 8.4 To note the internal transaction of £4,002.11 from the churchyard and cemetery account to the treasurer’s account during September.
- 8.5 To consider the bank signatories to council’s accounts and to agree to full internet banking access for Clerk and authorised Councillors.
- 8.6 To consider compensating Councillors for annual printing costs of £25 and to discuss paper requirements.
- 8.7 Councillors with areas of responsibility to submit budget requests for spending during 2023/24 fiscal year to Clerk by 29th October 2022.

9. PLANNING

To consider planning application 20221044: amended plans for retrospective application to create a yard space for machinery and associated kit storage at Fairhaven Garden Trust Gardens, School Road, South Walsham NR13 6DZ.

10. CEMETERY ACCESS

To continue discussions from September’s meeting.

11. TREE PLANTING

To discuss request to plant more trees within the village.

12. ITEMS FOR INCLUSION IN THE NEXT AGENDA

Next scheduled Council meeting: 7th November 2022. Deadline for the next agenda: Friday 29th October 2022.
Items for inclusion: groundwater survey/cemetery