**NOTICE OF SOUTH WALSHAM PARISH COUNCIL MEETING**

You are hereby invited to attend the meeting of South Walsham Parish Council on

**Monday 6th March 2023** at 7.30pm at the Village Hall, School Road, South Walsham NR13 6DZ

Aileen Beck

Aileen Beck - Parish Clerk

1st March 2023

# AGENDA

1. **ATTENDANCE**

To note those participating and to consider apologies for absence.

1. **DECLARATIONS OF INTEREST AND DISPENSATIONS**
   1. To consider the process for dispensations – either via the Clerk or by Full Council.
   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.

1. **MINUTES OF PREVIOUS MEETING**

To confirm the accuracy of the minutes of the Parish Council Meeting held on 6th February 2023.

1. **PUBLIC PARTICIPATION & REPORTS**
   1. To receive reports from County Councillor - Fran Whymark, District Councillors - Nigel Brennan and Justine Thomas, if present.
   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.
2. **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:

* 1. Update on registration of The Ship as an Asset of Community Value and community ownership.
  2. Bottle bank at The Ship.
  3. Verge around Pilson Green pond.
  4. Verge on the corner of Wymers Lane.
  5. Kings Arms Development.
  6. Playground.
  7. Churchyard path.
  8. Community Woodland/benches.
  9. Village Green ownership.
  10. Proposed mast at South Walsham Village Hall.
  11. Follow-up meeting with Clerk as per item 14 from the Council meeting held on 6th February 2023.

1. **CORRESPONDENCE**

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| Email | Age UK Norfolk | Request for financial support | For consideration |
| Email | Norfolk Constabulary | Engagement Officer surgeries at Acle Library 10am-12noon and Swallowtail Place 12noon-2pm on 11/04/23 & 09/05/23 | For information |
| Email | Norfolk Association of Local Councils | County Deal for Norfolk consultation open until 20th March 2023 – drop-in event at Acle Library on 9th March 10.30am-12.30pm & 4pm-6pm | For information |
| Email | Broadland Tree Warden Network | Request for £50 donation to Broadland Tree Warden Network | For consideration |
| Email | NP Law | Temporary Road Closures affecting South Walsham | For information |
| Email | Richard Harrold’s Charity | Applications for grants for young people aged less than 25 years, resident in South Walsham who require financial assistance with apprenticeships or further education to be submitted by 24th April to the clerk to the Trustees. | For information |

1. **FINANCIAL & ADMINISTRATION MATTERS**
   1. To agree and authorise payments as per circulated schedule.
   2. To receive bank reconciliation statement as at 28th February 2023.
   3. To discuss the transfer of churchyard and cemetery maintenance fees from the treasurer’s account to the churchyard and cemetery account.
   4. To agree Garden Guardian’s quote for maintenance for 2023 season.
   5. To receive an update about the on-line banking application.
   6. To agree the following policies and procedures:
      1. Health and Safety
      2. Publication Scheme
      3. Risk Management Schedule
2. **PLANNING**

To consider the revised plans for application 20221335: proposed new dwelling at 6 Hamilton Close, South Walsham NR13 6DP.

1. **SLIPWAY KEY BALLOT FOR NON-RESIDENTS OF THE VILLAGE**

To allocate the 8 keys available to persons not living in the village to use the slipway at the staithe for the following 12 months for a fee of £25.

1. **ELECTIONS 4th MAY 2023**

To note the information released by Broadland District Council regarding the election for Parish Councillors for South Walsham to be held on 4th May 2023.

1. **CORONATION EVENT**

To receive notes from the recent community meeting and to consider request for £250 to support the event.

1. **The Greater Norwich Local Plan Gypsy and Traveller Sites Focused Consultation**

To reconsider the decision made to deem the consultation as noted at last month's meeting (Cllr Dennis).

1. **CEMETERY AND CHURCHYARD**
   1. To sign the Petition for Consecration of the cemetery extension.
   2. To receive a report regarding the groundwater survey requirement for the cemetery (Cllr Crook).
   3. To receive an update on the issues surrounding the proposed new entrance to the cemetery.
2. **ITEMS FOR INCLUSION IN THE NEXT AGENDA**

Next scheduled Council meeting: 3rd April 2023 – Deadline for the next agenda: 24th March 2023

Policies: Data Protection; Annual Review of Internal Control; Code of Conduct; Financial end of year procedures

Registration of cemetery land. Oak tree on the Village Green.