**NOTICE OF SOUTH WALSHAM PARISH COUNCIL MEETING**

You are hereby summoned to attend the South Walsham Parish Council Meeting at South Walsham

Village Hall, School Road, South Walsham on **Monday 3rd July 2023 at 7.30pm**

Aileen Beck

Aileen Beck Parish Clerk

28th June 2023

# AGENDA

1. **ATTENDANCE**

To note those present and 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 room 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.
* 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 15th May 2023.

1. **PUBLIC FORUM**
	1. To receive reports from County Councillor - Fran Whymark, District Councillors Nigel Brennan and Paul Newstead, 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**
	1. Greater Norwich Local Plan Gypsy and Traveller Sites Focused Consultation
	2. Annual Governance and Accountability Certificate of Exemption for 2022/23 submitted to PKF Littlejohn on 28th May 2023. Relevant documents on website and noticeboards.
	3. The Ship – Cllr Crook (see also item 7)
3. **CORRESPONDENCE**

|  |  |  |
| --- | --- | --- |
| Norfolk County Council | New mobile library timetable: visit Hill Farm at 10.25 on 28th July 2023 and usually every four weeks afterwards | For information – see website |
| Norfolk County Council | Parish Partnership Scheme 2024/25 | For consideration |

1. **PLANNING**
	1. To ratify emailed comments regarding planning application 2023/1343 for single story rear extension to 1 Fairhaven View, Ranworth Road, South Walsham NR13 6EF
	2. To consider supporting the application to Broadland District Council by Save The Ship Inn to nomination The Ship as an Asset of Community Value
	3. To consider planning application BA/2023/0268/COND for change of balustrade materials, variation of Condition 2 of permission BA/2022/0225/HOUSEH at Bondons, 10 Fleet Lane, South Walsham
2. **ADMINISTRATIVE MATTERS**
	1. To consider carrying out a skills audit as per the co-option policy in readiness for advertising the vacancy for one parish councillor for the village
	2. To consider dates for a whole council training
	3. To agree a date and time for the village walk
	4. Communication

1. **FINANCIAL MATTERS**
	1. To agree and authorise payments as per circulated schedule
	2. To receive bank reconciliation statement as at 28th June 2023
	3. Update on online banking application
	4. To discuss the Coronation plaques and clarify the costs to be incurred by the Parish Council as per resolution 12.7 from the meeting held on 15th May 2023 and agree the location of the plaque to be installed at the village green

1. **MAINTENANCE ISSUES**
	1. Pilson Green pond update, to include:
		1. Willow tree damage
		2. Rear pathway clearance
		3. Rear boundary hedge
		4. WI seat
		5. Refurbishment of white railings
		6. Proposal to protect verge
	2. Marsh Road pond: update regarding refurbishment of the bench.
	3. Village Green: update on village sign and authorisation of costs to refurbish noticeboard
	4. Kingfisher Lane carpark:
		1. update of discussions with Broadland District Council
		2. sale of timber from tree felling
	5. School Road hedge maintenance: to review work carried out
	6. Burlingham Road Community Woodland: grass cutting
	7. Hedge around Anglian Water pump at School Road/The Street
	8. Verge cutting around the village
	9. Garden Guardian: to discuss contract management including grass clippings on headstones and hedge maintenance
	10. Dog mess around the village
2. **VILLAGE HALL**
	1. To agree to support the grant application for the football pitch improvement scheme
	2. To delegate liaison regarding the telecommunications mast to the Clerk
	3. To receive any feedback from the Village Hall AGM
3. **CEMETERY AND CHURCHYARD**
	1. To receive an update on the new churchyard path
	2. To receive an update on the cemetery access
4. **ITEMS FOR INCLUSION IN THE NEXT AGENDA**

Next Meeting: 4th September 2023

The 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 the following item due to its confidential nature.

1. **CLERK’S APPRAISAL**