**NOTICE OF SOUTH WALSHAM PARISH COUNCIL MEETING**

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

Village Hall, School Road, South Walsham on **Monday 6th November 2023 at 7.30pm**

Aileen Beck

Aileen Beck Parish Clerk

1st November 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 2nd October 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. Parish councillor vacancy.
	2. Churchyard path quotes.
	3. Installation of posts along verge of Pilson Green pond.
	4. Replacement oaks to be planted by Oakfield Drive.
	5. Overgrown ivy at the staithe.
	6. Dog fouling notices.
	7. Village Hall update.
	8. Kings Arms update.
3. **CORRESPONDENCE**

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| Norfolk Befriending Service | New project matching volunteers with carers to offer regular companionship at home and within the community. [www.caringtogether.org/befriending](http://www.caringtogether.org/befriending)  | For information |
| Corum Voice Norfolk | Become an Independent Visitor, a volunteer who visits a child for a few hours each month to build a valuable and consistent relationship by spending time together doing fun activities.[www.coramvoice.org.uk](http://www.coramvoice.org.uk)  | For information |

1. **PLANNING**

To consider the notification for prior approval for a proposed change of use and associated building works of agricultural buildings to 3 dwellinghouses at Field Farm, Field Road, South Walsham NR13 6BZ.

1. **FINANCIAL & ADMINISTRATIVE MATTERS**
	1. To note the receipts and agree and authorise payments as per circulated schedule.
	2. To receive bank reconciliation statement as at 1st November 2023.
	3. To receive an update on online banking application and agree the Internet Banking policy.
2. **BUDGET**

To receive the draft budget for 2024/2025 and discuss any proposed maintenance schemes not already included within the document.

1. **YOUTH CLUB**

To receive a report asking for support and funding towards forming a Youth Club at the Village Hall.

1. **SCHOOL ROAD HEDGE CUTTING ARRANGEMENTS**

To review the project undertaken this year, to agree to continue in 2024 and to discuss the use of the surplus funds.

1. **HIGHWAYS MATTERS**

To discuss outstanding matters including:

* 1. Chameryhall Lane and existing Memorandum of Agreement.
	2. Speed signs in the village.
	3. Flooding/drainage.
	4. Broad Lane verge management.
	5. Marsh Road widening.
1. **MAINTENANCE AROUND THE VILLAGE**
	1. To agree appointment of Cllr Steward as Tree Warden for the parish council.
	2. To receive a proposal for new seat around the village green including agreement of associated costs of up to £300 (cost of installing said seat of up to £200 and £100 for a plaque) – Cllr Steward.
	3. To agree cost of repair to the brushcutter/strimmer.
	4. To discuss grasscutting arrangements for the play area at the Village Hall.
	5. To discuss maintenance of the WI bench at Pilson Green pond.
	6. To discuss maintenance of the church gates.
	7. To discuss the grounds maintenance arrangements with Garden Guardian.
	8. To agree to use of the bus shelter on the Village Green by the Parochial Church Council.
2. **BIODIVERSITY**

To consider council’s duty with regard to biodiversity and discuss possible actions it could take as contained within the draft biodiversity policy and note the wildlife ‘happy homes’ activities carried out by 1st South Walsham Guides in the churchyard.

1. **ITEMS FOR INCLUSION IN THE NEXT AGENDA**

Next Meeting: Monday 4th December 2023 at 7.30pm

Deadline for requests for inclusion on the next agenda to reach the clerk: Friday 28th November 2023 5pm

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. **CEMETERY** To discuss access to the cemetery.