# 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 8th January 2024 at 7.30pm**

Aileen Beck

Aileen Beck Parish Clerk

3rd January 2023

# AGENDA

## ATTENDANCE

To note those present and consider apologies for absence.

## 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 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.

## MINUTES OF PREVIOUS MEETING

To confirm the accuracy of the minutes of the Parish Council Meeting held on 4th December 2023.

## 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.

## MATTERS ARISING FROM PREVIOUS MEETINGS – TO RECEIVE UPDATES

* 1. Parish councillor vacancy – Cllr Crook.
	2. Churchyard path quotes – Cllr C Grant.
	3. Churchyard gates – Cllr Crook.
	4. Verge at Pilson Green pond – Cllr Crook/Clerk.
	5. Replacement oaks to be planted by Oakfield Drive – Cllr Crook.
	6. Overgrown ivy at the staithe – Clerk.
	7. Dog fouling notices – Cllr Crook.
	8. Youth Club – report from Mrs K Story/Cllr Crook.
	9. Seat at the Village Green – Cllr Crook.
	10. Trees – Cllr Steward.
	11. Gritting of Village Hall carpark – Cllr Crook.
	12. Flowers for Hewitt grave – Clerk.
	13. Biodiversity policy – Cllr Crook.
	14. Purchase of The Ship – Cllr Crook.
	15. Purchase of 2 additional brackets for the SAM2 sign – Clerk.

## CORRESPONDENCE

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| Acle Neighbourhood Team (Norfolk Constabulary) | Next Priority Setting Meeting will be Wednesday 27th March 2024 on Microsoft Teams (contact SNTAcle@norfolk.police.uk or telephone 01603 276727) | For information |
| Norfolk County Council | Temporary Traffic Regulation Order NTR07458 affecting Green Lane at junction of B1140 Newport Road for 60m north-eastwards on 15th January 2024. | For information |

## PLANNING

1. To consider planning application BA/2023/0453/FUL regularisation of use of land for equestrian purposes and erection of field shelter and hay store at land north of Marsh Road, South Walsham, Norfolk.
2. To consider planning application 2023/3820 for two storey and single storey extension with associated works at Harefen Farm, 7 Hare Fen Lane, South Walsham Nr13 6DG.

## FINANCIAL & ADMINISTRATIVE MATTERS

* 1. To note the receipts and agree and authorise payments and transfers as per circulated schedule.
	2. To receive bank reconciliation statement and budget statement as at 2nd January 2024.
	3. To receive an update on online banking application.
	4. To note replacement cheque required for Fairhaven First Steps Pre-School due to insufficient payee details.
	5. To discuss and agree Terms of Reference for the Staffing Committee and appoint members – Cllr Crook.

## VILLAGE ISSUES

1. To discuss meeting with Garden Guardian – Clerk.
2. To discuss cutting back the foliage around the WI bench at Pilson Green pond – Cllr Crook.
3. To discuss and agree the application for the Clean Up and Bloom grant offered by Broadland District Council – Cllr Crook.
4. To discuss location of the SAM2 sign on Chameryhall Lane and the associated revision of the existing Memorandum of Agreement – Cllrs Crook/Randell & Clerk.
5. To receive an update regarding the Village Hall – Cllr C Grant.
6. To receive updates on Highways matters reported and discuss any additional concerns – Clerk.
7. To discuss the tarmac at St Lawrence’s and agree any actions suggested – Cllr Crook.
8. To discuss progress with regard to the potential additional grit bin – Clerk.
9. To receive a report on the playground – Cllr Steward.

## ITEMS FOR INCLUSION IN THE NEXT AGENDA

Next Meeting: Monday 5th February 2024 at 7.30pm

Deadline for requests for inclusion on the next agenda to reach the clerk: Friday 26th January 2024 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 items due to their confidential nature:

## CEMETERY

To discuss access to the cemetery.

## EMPLOYMENT MATTERS

To note resignation of the current Clerk and to discuss recruitment of a new Parish Clerk and Responsible Financial Officer.