

SWANNINGTON with ALDERFORD & LITTLE WITCHINGHAM PARISH COUNCIL

NOTICE OF MEETING AND SUMMONS TO ATTEND

You are hereby summoned to attend the meeting of the Parish Council
to be held in
the Restaurant Area, The Parson Woodforde PH, Church Street, Weston Longville
on Wednesday 21 March 2018 commencing at 7:30pm for the purpose of transacting the
following business

AGENDA

WELCOME

1. **To receive apologies for absence**
2. **Declarations of Interest and Dispensations**
3. **To receive approval of minutes of the meeting held on 17 January 2018**
4. **To receive information on matters arising from the minutes not covered elsewhere on the agenda**
 - Village sign – SG/SW
 - Removal of telephone box (scheduled for September) -TP
 - Reepham Road/Upgate junction drainage issues -TP
 - Hedge near bridge in need of attention (previously listed as ‘Highways’) - HM
 - Pot Holes Church Lane - TP
 - Hall Lane/Spring Lane Alderford junction drainage issues - TP
 - Station Road re-development. Communication with Planners - MR
 - Commons Management Proposal - SW
 - Engagement of Chartered Accountant - SW
 - Engagement of Internal Auditor - TN
5. **To adjourn the meeting to allow members of the public and Councillors with pecuniary interests to speak**
6. **To receive a report from the police**
7. **To receive any written or verbal reports from County & District Councillors**
8. **Finance**
 - 8.1 – To receive confirmation of verification of invoices from cheque signatories
 - 8.2 – To confirm Bank Reconciliation
 - 8.3 – (i) Receipts. To note monies received

	TOTAL	£
		NIL
		(*Retrospective)
		£
 - (ii) Payments. To authorise schedule of payments

	TOTAL	£
• Play Area Committee Reimbursement*		530.00
• Alan Dunning Bus shelter roof repair*		60.00
• CGM Grass Cutting Play area Sept – Oct*		128.56
• CGM Grass Cutting Churchyard Sept – Oct*		256.46
• NPF. EER & EEE July 17 – Feb 18 Confs*		379.52
• Clerk Salary Jan		189.25
• A&W Cushion Boardwalk Repair materials		102.30
• M Pearce Joiner Aldford Cmn Info Board Repair		85.00
• Nflk Conservation Corps Oct – Dec		32.50
• Clerk Salary Feb		111.94
• George Taylor Scrub clearance Upgate Cmn		570.00
• Ladywell Accountancy 17/18 PAYE		71.25
• Clerk Salary March		178.84

• NPF. EER & EEE March 18 Conts	51.10
• Clerk Expenses/reimbursements Jan – Feb 18	75.64
TOTAL	2822.36

9. To receive any written/verbal reports from

- Clerk
- Chairman
- Members in respect of
 - Commons
 - Highways
 - Play Area: to include future governance arrangements
 - Footpaths
 - Planning

10. To consider planning applications and matters as listed and/or planning applications or matters received after the agenda was published

10.1 – Applications. Unless otherwise stated applications are available to view online at www.broadland.gov.uk/plans by inserting the application number

- 20180301 – Upgate Barn, Upgate, Swannington.
First floor extension to barn and conversion to Residential Use.

11. To receive correspondence and agree action and/or response

- 11.1 – NPF. To consider Draft Pension Policy Statement
- 11.2 – To consider situation for assistance for churchyard maintenance. Report supplied
- 11.3 – To consider communication for village sign in Alderford.
- 11.4 – To consider Norfolk Community Biodiversity Awards 2018
- 11.5 – To consider Draft Co-option Policy
- 11.6 – To consider renewal subscription for Community Action Norfolk. £30 allocated in 18/19 agreed budget
- 11.7 – To receive and discuss with Cllrs Ben Bates and Bob Barber – members Felthorpe PC plans for weight restrictions on various roads in Felthorpe, and how this might impact Swannington.
- 11.8 – To set details of Annual Parish Meeting 2018 (btwn 1 March – 1 June) and consider format /promotion/chairmanship of the meeting

12. To consider a resolution under the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public for the duration of the following item(s) in view of the confidential nature of the business to be transacted. If resolved, such items to be dealt after the item that confirms details of the next meeting.

- 12.1 – To consider Clerks hours worked in excess of normal working hours.

13. Exchange of Information

14. To confirm time, date and venue of next council meeting

THE PRESS & PUBLIC ARE INVITED TO ATTEND AND THE MEETING ALLOWS FOR PUBLIC PARTICIPATION AT AGENDA ITEM 5.

In the interests of openness and transparency, Councillors and members of the public are reminded that the law permits any person to film, record, photograph or use social media in order to report on the proceedings of a meeting of the Council. The Council request that anyone wishing to record the meeting informs the Council beforehand so appropriate arrangements can be made to facilitate the recording.

.....Mrs Patricia Kirby.....

Dated 15 March 2018.

Clerk to the Council & Responsible Financial Officer

Note to Members – Register of Members Interest.

Should any change need to be made to your declaration please be reminded that this should be actioned within 28 days of the change

List of correspondence not circulated at meeting 21 March 2018

Community Action Norfolk Funding Newsletter Jan, Feb - Mar
NfkcALC Funding & Grants Bulletin January 2018
Reepham Life Newsletter No 95, 96, 97 & 98
Norfolks PCC News January & February 2018
Community Action Norfolk's February Sector News
BDC Planning Enforcement update January & February 2018
Community Action Norfolk's Events and Volunteering Newsletter 5 & 20 Feb 2018
The Pensions Regulator. Automatic enrolment duties: Acknowledgement of declaration of compliance
Funding for Rural Residents of Norfolk & Relevant Suffolk Areas – Moped Scheme. (fwd to Pilgrim)
Hornsea Project Three - Community Newsletter February 2018
Norfolk Vanguard. Hearing Your Views 3 - Full Report following consultation.
Norfolk Vanguard February 2018 Newsletter
Community Action Norfolk's Training News
Greater Norwich Local Plan consultation extended to 22nd March 2018
Community Action Norfolk's March Newsletter

128 FAKENHAM ROAD TAVERHAM NR8 6QH

Email: salwparishcouncil@gmail.com Tel 01603 860671 (answer machine)
swannington-news.org