

GREAT WITCHINGHAM PARISH COUNCIL

TO MEMBERS OF THE COUNCIL

NOTICE OF MEETING AND SUMMONS TO ATTEND

You are hereby summoned to attend the meeting of
Great Witchingham Parish Council
to be held in

**Great Witchingham Village Hall on Thursday 7 July 2022
commencing at 7pm**

for the purpose of transacting the following business

AGENDA

WELCOME

1. **To receive apologies for absence**
2. **Nominations for and Election of Vice Chairman of the Council for the ensuing year**
3. **Declarations of Interest and Dispensations**
 - (a) In accordance with Section 31 of the Localism Act 2011 & the adopted Code of Conduct members should not participate in a discussion or vote on the matter in which the member has a disclosable pecuniary interest and must withdraw from the meeting room at the point the matter is under consideration. In the case of non-disclosable pecuniary interests and non-pecuniary interests the member may speak on the matter but not vote and must follow the procedure in the adopted Code with respect to disclosure.
 - (b) Clerk to report any written requests for dispensation in respect of items on this agenda and the Council shall give consideration to each request
4. **To receive approval of minutes of the meeting held on
10 March 2022, 6 April 2022, 12 May 2022 & 23 June 2022**
5. **To receive information on matters arising from the minutes not covered elsewhere
on the agenda.**
 - Vehicle Data on A1067. Approach to Norfolk Police for traffic movements re speed & volume received advice to make FOI request and contact beat manager.
Discussion/clarification with ex Councillor Dean Bailey – BW
 - Calor Gas. Update regarding monitoring of maintenance to the access track & compound – PB
 - Meeting with respective parties to address obligations of which body attributed to the development at the village hall site is to provide for play provision.
Delegation to (then) Chairman to take forward Sept 2021 – JME/TB
6. **To receive questions and comments from the public and to allow members with a non-disclosable pecuniary or non-pecuniary interest to speak**
7. **To receive a report on matters pertinent to parish crimes accessed via
<https://www.police.uk>. Cllr Acloque.**
8. **To receive any written or verbal reports from County & District Councillors**
9. **To receive any written and verbal reports from the clerk & members in respect of items not covered elsewhere on this agenda**
10. **Finance**
 - 10.1 – To receive confirmation of verification of invoices from mandate signatories.
 - 10.2 – To confirm Bank Reconciliation to
 - (i) to 5 April bank statement – deferred from 12 May meeting
 - (ii) date
 - 10.3 – Schedule of Receipts & Payments
 - (i) **Receipts.** To note monies received £
 2. N/A
 - (ii) **Payments.** To authorise schedule of payments (* Retrospective)
 8. Zurich. Ins 22/23* 610.98
 9. Karen Eason Accountant. Bal 21/22 & part 22/23 payroll* 75.00
 10. NPF. May conts* 148.79
 11. Clerk. May salary part 450.00

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|-----|---|--------|
| 12. | Clerk. May salary balance | 26.65 |
| 13. | GWVH. April PC meeting room hire | 10.00 |
| 14. | Norse. Grounds maintenance May | 182.29 |
| 15. | NPF. June conts | 146.25 |
| 16. | Clerk. June salary part | 450.00 |
| 17. | Clerk. June salary balance | 18.46 |
| 18. | Clerk. April/May/June Contract & admin expenses | 215.05 |
- 10.4 – To receive budget monitoring statement of receipts and payments to
 (i) end of financial year 31 March 2022
 (ii) end of June 2021
- 10.5 – To review Financial Reserves Policy & agree Schedule of Financial Reserves from 1 April 2022
- 10.6 – To approve the list of regular payments for 22/23 financial year
- 10.7 – To consider lodging a complaint to the Council's bank regarding differing information supplied in respect of the mandate and account operations. Account literature & emails to members 9 May & 21 June supplied
- 11. Recreational Land incl play area at village hall.**
- 11.1 – To appoint one member to the Play Area Working Party in line with adopted Terms of Reference arisen due to resignation
- 11.2 – Play Area Working Party. To receive a written report from the Working Party and to agree action in response to proposals therein.
- 12. To receive correspondence/administration and agree action and/or response**
- 12.1 – Damaged Bus shelter (Sparham end of village). To consider next step for resolve. Timeline communications supplied
- 12.2 – To consider developing a Neighbourhood Plan – identified from 12 May meeting
- 12.3 – Norwich Western Link. NWL/A47 LLG. To receive a briefing from appointed member of meeting 27 June 2022 - Mr Middleton.
 Project update 24 June 2022 from Cabinet member supplied
- 12.4 – To consider and approve current Asset Register
- 12.5 – To note BDC New Street Cleansing service and consider impact if any with the new regime
- 12.6 – To consider further the accepted request for a Memorial Bench with respect to the identified location. Past information regarding land supplied.
- 12.7 – NCC PPS 2023/2024. To consider invitation to bid (closes 9 December 2022)
- 12.8 – Motion to the Council.
 Proposal to review council's governance framework. Cllr Banks.
 Draft action log supplied.
- 12.9 – To address signing of the Annual Parish Meeting minutes 2019 & 2021.
 Cllr Buckenham.
- 12.10 – Motion to Council.
 To propose to employ temporary HR advice. Cllr Buckenham
- 13. To consider planning applications and matters as listed and/or planning applications or matters received after the agenda was published**
- 13.1 – Applications. Unless otherwise stated applications are available to view online at www.broadland.gov.uk/plans by inserting the application number
- 20220075 – 5 Fakenham Road Lenwade (Garage) **Amended application.**
 Demolition of existing canopy, pump island, kiosk. Replacement with new canopy pump islands, pumps & 2no underground fuel tanks. Conversion of existing MOT bays to garage shop & store. Replacement of side canopy with drive through hand car wash.
 To ratify response sent 26 May - further comments for objection
- 13.2 – The Norfolk County Council List for Validation of Planning Applications. To consider Consultation Draft 2022
- 14. Exchange of Information**
- 15. To confirm time and venue of next council meeting 8 September 2022**

**THE PRESS & PUBLIC ARE INVITED TO ATTEND AND THE MEETING ALLOWS FOR
PUBLIC PARTICIPATION AT AGENDA ITEM 6.**

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 1 July 2022.

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 items of correspondence not circulated for PC meeting 7 July 2022

BDC Rough Sleeper Estimate - May 30th - May 31st
BDC Town and Parish Council Forum 11 May presentation slides
BDC Town and Parish Council Forum 13 July invite
Norfolk PTS' training
Norwich Western Link project update 16 May 2022
BDC planning applications received and planning decisions made for weeks ending 20 May/27 May/3 June/10 June/17 June
Honningham/East Tuddenham - Continuation of road closure of B1535 Wood Lane/Frans Green surface dressing works
NCC Emergency road closure (Whitwell) - burst water main 31 May – 9 June
BDC Re-wilding poster/sign and feedback
Community Liaison Officer for Hornsea Three
BDC TPO & Sect 211 tables for May 22
NPF Employer Forum - Thursday 21 July 2022
Vattenfall Norfolk Zone Update
Norfolk ALC Newsletter - 15th June 2022
OTN Update: Responses to National Grid's East Anglia Green consultation - June 2022
BDC Confirmation of Official Address – Mill Cottage
NWL / A47 LLG Meeting - Monday 27th June 2022 Agenda
22 June Reserves Day Thunderclap Tweet this Armed Forces Week 2022!
Zurich Ins - Change to our UK legal status
Barclays Bank confirmation of mandate change
BDC Town and Parish Council Forum 21 Sept invite
NCC Temporary 10mph speed restriction on Fakenham Road (Gt Witchingham) - surface dressing works, road marking works and stud removal and replacement 7 & 8 July
Hornsea Three: Community Newsletter – June 2022

NorfolkALC Wellbeing: (Agreement 23 July 2020 communications to be listed as non circulated)

Platinum Jubilee - celebrate in style/Extra Help with Rubbish and Waste/Beat Those Bills - Webinar Thursday 26th May 19.00/Newsletter - Get Your Green Fingers Working/Community Ownership Fund - Government Funding for Community Assets/Support with living costs for Norfolk residents/ Patriotic Alternative

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