

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 9 September 2021
commencing at 7pm**

for the purpose of transacting the following business

AGENDA

WELCOME

1. **To receive apologies for absence**
2. **Co-option. To receive written applications for the Office of Parish Councillor and to co-opt a candidate to fill the existing vacancy. No applications.**
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 8 July 2021**
5. **To receive information on matters arising from the minutes not covered elsewhere on the agenda.**

- Village Gateway scheme – PK
- Recreational land. Land transfer – Land Registry completed & matter closed.
- 1 Million Trees for Norfolk initiative. (i) Parish Magazine Article – RG
(ii) BDC Tree Warden meeting – PK
- Vehicle Data on A1067 – DB

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 raise any matter pertinent to parish crimes accessed via <https://www.police.uk>**
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 cheque signatories.

10.2 – To confirm Bank Reconciliation to date

10.3 – Schedule of Receipts & Payments

(i) Receipts. To note monies received	£
8. BDC. Member Ward grant for play area (DUPLICATE)	500.00
9. HMRC. VAT claim 1 April 21 – 30 June 2021	6000.53
10. Crowdfunder Ltd. Play area funding	63.97
(ii) Payments. To authorise schedule of payments (* Retrospective)	
23. Norse. June play area grounds*	170.36
24. NPF. July conts	147.78
25/26. Clerk. July salary	481.54
27. BDC. Refund Member Ward duplicate remittance (receipt 8)	500.00
28. Norse. July play area grounds	170.36
29/30. Clerk. August salary	481.07

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| 31. | NPF. Aug conts | 147.63 |
| 32. | Norse. Aug play area grounds | 170.36 |
| 33. | Clerk. July & Aug Contract & admin expenses | 133.14 |
- 11. Recreational Land incl play area at village hall.**
- 11.1 – Matters pertinent to planning permission
- (i) in respect of question asked regarding obligations of which body to provide for play provision.
To consider Nplaw advice 6 July to meet with respective parties & to accept offer from and delegate to Chairman to take forward (emails 1 & 3 Aug refers)
 - (ii) regarding perpetual ownership of the village hall.
Nplaw response 6 July did not confirm understanding that ownership was with BDC (recorded in minutes 4 May 2021).
- 11.2 – Play Area.
- (i) Litter bin. To consider costs & criteria for provision.
 - (ii) 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 – GWVH. To consider request to release funds in principle for installation of CCTV.
Meeting Jan 2020 resolved to allocate funding for the purpose and £2260.63 held.
Copy selected estimate supplied (Confidential)
- 12.2 – NCC PPS 2022/2023. To consider invitation to bid (closes 10 December 2021)
- 12.3 – To consider input into BDC Accommodation review consultation with T&PC Clerks (closes end Sept)
- 12.4 – To consider Clerk membership renewal of SLCC at a cost of £112.00.
- 12.5 – To consider draft Risk Assessment(s) for the Recreational Land & Play Area
- 12.6 – To consider draft Risk Assessment for the land adjacent to the bridge on A1067
- 12.7 – To consider support for Volunteer Group Litter Pick 13 November 2021
co-ordinated by Mr & Mrs Gribble
- 12.8 – To consider committing £2935.08 to play area at Vhall site - portion of S106 monies applicable for development of land - Bridge Close
- 12.9 – To review and adopt current Risk Assessment & Management document
- 12.10 – Data Protection. To review & adopt
- (i) Information Audit
 - (ii) Privacy Statement
 - (iii) GDPR Policy
- 12.11 – To consider Transport for Norwich Strategy Consultation (closes 8 Oct 2021)
- 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
- 20211543 - Willow Tree Barn Whitwell Street Reepham NR10 4RA
Extension to the existing dwelling, demolish the outbuildings and construct a 1-bed Annexe and replacement Cart Lodge
- 13.2 – To consider communication from CPRE regarding (Reg 19) GNLP - Public Examination potential legal costs and financial contribution (GWPC had no representations)
- 14. Exchange of Information**
- 15. To confirm time and venue of next council meeting 11 November 2021**

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

Attendees to note

The Parish Council in resuming face to face meetings requires

- The meeting to be attended only by those who need to attend
- A maximum of 30 persons in the meeting room
- Lateral-flow tests must be completed prior to entry

- An electronic temperature check to be taken on entry
- Masks must be worn when not seated

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.....
Clerk to the Council & Responsible Financial Officer

Dated 3 September 2021.

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 9 September 2021

BDC weekly planning lists
 NWL & HE A47 dualling Scheme Minutes & Slides LLG Meeting - Tuesday 1st June 2021
 NCC Emergency road closure (Weston Longville) - works to overhanging and dead tree 6-10 July
 NPTS Networking sessions
 Norfolk ALC Bulletin - 6 July 2021
 Equinor Offshore Transmission Network Review Virtual Information Session: Thursday 22nd July 2021 5-6:30pm & presentation
 BDC Rough Sleeper Estimate - July 29th - July 30th 2021
 Norfolk ALC Bulletin - 12 July 2021
 NPF Employer Newsletter - July 2021
 NPF Employer Forum 8 July 2021 webinar recording
 NCC Emergency road closure (Bawdeswell) - water repair works to chamber and cover 12 – 16 July
 Norfolk ALC Bulletin - 20 July 2021
 Town and Parish Council Forum 20th July - Link to Recording and circulation of documents
 Notification of Greater Norwich Local Plan Submission
 NfllALC Co-operative information & Share Certificate
 BDC Planning Enforcement update - Open Enforcement Cases as at 3 August 2021 & Enforcement Cases Closed in July 2021
 Norwich Western Link - Local Liaison Group Update
 A47 North Tuddenham to Easton Dualling Update
 NPTS Training sessions
 Norfolk ALC Bulletin - 10 August 2021
 Norfolk ALC Training Newsletter - August 2021
 Norfolk ALC Bulletin - 18 August 2021
 BDC Rough Sleeper Estimate - Sept 29th - Sept 30th 2021
 Norfolk ALC Bulletin - 31 August 2021
 BDC Street Numbering: Gothic Lodge, The Street, Lenwade, Norwich, NR9 5SD to Lowerplace, The Street.....
 Norfolk ALC Training Newsletter - September 2021

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

Members Briefing note : 08-07-2021/Safer Norfolk Plan 2021-24 FOLLOW UP/THREE IMPORTANT WEBINARS COMING UP/Briefing note : 15-07-2021/Briefing Note : 22 July 2021/PCC Police & Crime Plan Priorities Consultation – Q&A events for parish Councils/NCC Briefing Note for 29 July 2021/Healthy Holidays, Reducing Crime in Norfolk & Increasing Resilience/Source of funds for parish businesses - and mentoring/

NCC Briefing 05 August 2021/Flooding Leaflet and Norfolk Flooding Hotline on 0344 800 8013/12th August Briefing Note : Nature Recovery - PCC - off-shore wind/A PERFECT STORM APPROACHES/19-08-21 briefing : Free Trees and Launch of 'Tricky Friends' film/NCC Briefing - Waste posters - Recycling and Reuse/Latest briefing from Norfolk County Council : 2nd September 2021

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