

GREAT WITCHINGHAM PARISH 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 8 November 2018 commencing at
7.30pm**

for the purpose of transacting the following business

AGENDA

WELCOME

1. To receive apologies for absence
2. Co-option for Parish Councillor Vacancy(s). To consider application(s) for vacancy (CONFIDENTIAL) supplied. Advert 18 Sept – 19 October 2018 for one co-option. Current advert 30 Oct – 30 Nov 2018 live for two co-options
3. Declarations of Interest and Dispensations
4. To receive approval of minutes of the meeting held on 13 September 2018
5. To receive information on matters arising from the minutes not covered elsewhere on the agenda.
6. To adjourn the meeting to allow members of the public and Councillors with pecuniary interests to speak
7. To receive a report from the police
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

| | |
|-----------------------------------------------------|---------|
| 10.3 – (i) Receipts. To note monies received | £ |
| 7. Barclays. Interest. Precept | 4.88 |
| 8. Barclays. Interest Fund | 1.85 |
| 9. BDC. Precept 2 nd instalment | 3000.00 |

(ii) **Payments.** To authorise schedule of payments (* Retrospective)

| | |
|-----------------------------------------------------------|---------|
| 33. NCC. PPS Traffic Calming* | 4500.00 |
| 34. NCC. PPS Village Gateways* | 2000.00 |
| 35. AW Cards & Print. Atlas Works Flyers for NCC meeting* | 20.00 |
| 36. GWVH. Room hire 13 September | 22.00 |
| 37. SLCC renewal contribution | 57.50 |
| 38. PKF Littlejohn. External Audit Fee | 240.00 |
| 39. Clerk. October Salary | 631.65 |
| 40. NPF. Conts October | 190.39 |
| 41. Clerk. Nov Salary | 631.65 |
| 42. NPF. Conts November | 190.39 |
| 43. R Galley. Grass Cut & Strim Play Area | 50.00 |
| 44. Clerk Expenses/Reimbursements 1 Sept – 31 Oct 2018 | 104.42 |

10.4 – To receive External Auditor Final Report & Certificate for 2017/2018

10.5 – To consider monies held in 'Planning Fund' bank account earmarked for Clay Hall Farm

11. Land transfer at village hall.

11.1 – To note the current position in respect of land transfer is that documents are awaiting return from Lovell (nplaw advice 15 Oct 2018)

11.2 – To consider response from BDC/Calor Gas in respect of compound maintenance.

- 11.3 – To consider grounds maintenance quotes received to date – 4 requests/2 responses
11.4 – Play Area Working Party.

To receive a written report from the Chairman of the Working Party and to agree action in response to proposals.

12. To receive correspondence/administration and agree action and/or response

- 12.1 – To consider Mr Peck response in respect of raised concern of BDC Overview & Scrutiny refusal to give attention to BDC hierarchy of a complaint investigation
12.2 – To consider and approve current risk register
12.3 – Bus shelter
(i) To receive an update on the current situation regarding the damaged shelter
(ii) To receive a progress report on the replacement shelter consultation and to agree action in response to proposals.
12.4 – SAM signs. To address responsibility for placing signs in accordance with NCC Memo of Understanding.
12.5 – To consider Mr Peck response in respect of crossing viability at Sparham end of village in consideration of a bid for NCC Parish Partnership Scheme 2019/20. (deadline 7 Dec 2018)
12.6 – To consider NCC Consultation - Early Childhood and Family Service - Transforming our Children's Centres
12.7 – To consider response from Weston Longville PC in respect of footpath provision from A1067 Weston Hall Road to Dinosaur Park
12.8 – To consider NCC proposed traffic order – 20mph Starlings Way
12.9 – To consider Draft Standing Orders

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
- 20181572 – Walcis Lodge Fakenham Road
Use of land as family burial plot
 - 20181710 – Hawks Hill Fakenham Road
Single storey front & rear extensions
- 13.2 – To consider Greater Norwich Local Plan Regulation 18 Consultation – New, Revised and Small Sites (29 October – 14 December 2018)

14. Exchange of Information

15. To confirm time and venue of next council meeting on Thursday 10 January 2019

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 November 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 items of correspondence not circulated for PC meeting 8 November 2018

NCC Temporary Road Closure in the Parish of Weston Longville (2-4 Oct) - new water connection (NTRO1721)

NCC communication advising planning application SPC Atlas Works, Norwich Road, Lenwade, Norwich, Norfolk has been determined Permitted/Approved
Reepham Life newsletter no. 110, 111, 112, 113
NCC Temporary closure of Weston Hall Road in the Parish of Weston Longville (9-12 Oct) - resurfacing works
BDC notification of 'No Purchase Order No Pay Policy' re goods/services from BDC from 1 Oct 2018
PKF Littlejohn Limited Assurance Review – Notice (and docs) of commencement of review and formally incomplete.
Broadsheet 169 Oct 2018 & 170 Nov 2018 (Newsletter for Broadland Tree Wardens)
BDC Planning Enforcement Update - Sept 2018
NCC NWL - Post NDR Traffic Surveys
BDC notification of permission for application 20180969
NCC Better Broadband for Norfolk Project - New Communications Cabinet for Gt Witchingham/Sparham (ref BBfN Reepham 14)
Norfolk Boreas Offshore Wind Farm – Notification of Statement of Community Consultation
Norfolk Boreas Offshore Wind Farm: Proposed application for DCO

128 FAKENHAM ROAD TAVERHAM NR8 6QH

Email: greatwitchinghamparishcouncil@gmail.com Tel 01603 860671 (answer machine)
gwpc.org.uk