

# Great Witchingham Parish Council

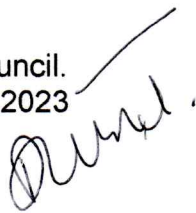
## Meeting of the parish Council – Agenda

Thursday September 28<sup>th</sup>, at 7pm  
Great Witchingham Village Hall, Great Witchingham.

Members of the press and public are welcome to attend.

I hereby give notice of a meeting of Great witchingham Parish Council and simmon members to attend.

Dawn Clarke,  
Clerk to the Council.  
September 22, 2023



## AGENDA

- 1 Welcome by the Chair and to consider apologies for absence.**  
To receive and note apologies for absence.
- 2 To agree the appointment of Dawn Clarke as Clerk and RFO.**
- 3 To consider co-option of any candidate present.**  
To note that there remains one vacancy on the Council unfilled.
- 4 Minutes.**  
To approve the Parish Council minutes from the meeting held on July 27<sup>th</sup>, 2023.
- 5 Declarations of Interest.**
  - 5.1 Councillors are invited to declare a pecuniary or non-pecuniary interest on any item on the agenda.
  - 5.2 To consider any dispensation requests.
- 6 To receive updates on any matters not elsewhere on the agenda**
- 7 Public Participation and Reports.**
  - 7.1 County Councillor Greg Peck
  - 7.2 District Councillor Peter Bulman
  - 7.3 Members of the Public.
  - 7.4 To receive a short presentation from Mr Mark Campbell, Head of Health, Safety & Environment – Bernard Matthews Foods Ltd.
- 7. Planning.**
  - 7.1 To consider consultee response to applications received from Broadland and South Norfolk District Council:  
By Delegation:
    - 7.1.1 2023/2282 Park Farm Nature Reserve Fakenham Road Great Witchingham

- Norfolk NR9 5QS: Erection of aviary block – No comment made.
- 7.1.2 2023/2436 Blackwater Cottage Blackwater Lane Great Witchingham Norfolk NR9 5P : Replace ground floor and first floor window to north (facing) and east elevations: Listed Building Consent – No comment made.
  - 7.1.3 Any late submissions will be advised to the meeting.
  - 7.2 To receive notification of any planning applications decisions received from Broadland and South Norfolk District Council.
  - 7.3 To receive pre-planning Consultation.

## **8. Correspondence and Communications.**

- 8.1 Email from Bruno Peake regarding 80<sup>th</sup> Anniversary of D-Day – in pack.
- 8.2 Call and Email from The Bug Park regarding bus stops.
- 8.3 Norfolk CC, Mindful Villages information – distributed.
- 8.4 SNBDC, to note and respond to the letter asking for support in the Public Spaces Protection Order – in pack.

## **9. Highways.**

- 9.1 To note that the Highways Department will be installing a ‘Doctors’ sign from the Main Road.

## **10. Financial Matters.**

- 10.1 To agree payments as detailed in Annex A.
- 10.2 To receive the bank reconciliation.
- 10.3 To note the receipt of Exempt Status from the External Auditor.
- 10.4 To note the additional fee of £34.73 +vat per occasion. For additional grass cutting and discuss the invoicing schedule.
- 10.5 To authorise the Clerk to attend Playground Safety Training and Training.
- 10.6 To resolve bank access for the RFO.
- 10.7 To review budget to date.
- 10.8 To consider Councillors plans so that the budget may be considered.
- 10.9 To discuss the repair of the SAM2 Machines.

## **11. Administrative Matters.**

- 11.1 Defibrillator Training. To confirm date and plan.
- 11.2 To resolve the purchase of a Remembrance Wreath and attendance of the chair.
- 11.3 To confirm that all Councillors now have access to the Council emails.
- 11.4 NPTS Quote for membership and training for council.

## **12. Play Area**

- 12.1 To review ownership of area and consider any actions. Cllr P Banks.
- 12.2 To consider any Councillor also attending training – 9<sup>th</sup> November
- 12.3 To resolve the bin in playground.

## **13. Grants and Projects.**

- 13.1 To receive any update.
- 13.2 To discuss a Parish Plan and encouraging community engagement.

## **14. Staffing Matters**

## **15. Items for next meeting:**

- To note the next meeting dates: 23<sup>rd</sup> November 2023 at 7pm – Village Hall  
18<sup>th</sup> of January 2023 at 7pm – Village Hall

This meeting may be filmed, recorded or photographed by the public: however anyone who wished to do so are asked to inform the Clerk and ensure it is done in a non-disruptive and public manner.