

COLTISHALL PARISH COUNCIL

You are summoned to the Annual Parish Council Meeting in the Church Rooms on Tuesday 8th May 2018 at 7.30 pm. This meeting is open to members of the public (but see below)

Suzanne Hall

Clerk to the Parish Council

1st May 2018

Public Participation

In law, members of the public are not allowed to speak when meetings of the Parish Council are in session. The Council recognises, however, that members of the public may wish to make submissions related to items on the Agenda or raise concerns for discussion at a future meeting and will therefore permit them to do so briefly in the Open Forum. Once the Open Forum ends no further public participation will be allowed, unless specifically invited by the Chairman for a point of clarification, in which case a vote will be taken to suspend standing orders. (See Notes for the Public Attending Parish Council Meetings).

AGENDA

1. Elections

(a) To elect the Chairman (Past Vice-Chairman to preside) and receive declaration of acceptance of office.

After this point the elected Chairman will preside for the rest of the meeting.

(b) To elect the Vice Chairman and receive declaration of acceptance of office.

Forms to be signed by newly elected Councillors. Reminder to Councillors that changes to pecuniary interests must be reported to Broadland District Council.

2. To consider apologies for absence

3. To accept declarations of interest in items on the agenda

4. To approve minutes of previous meeting 17th April 2018

5. Matters arising from the meeting (for information only) (actionlist from March meeting circulated with current position)

Open Forum

6. To receive reports from district and county councillors

7. Public Participation

8. Police Report – Mr Grindrod

9. Highways/SAM2/Speedwatch – Mr Grindrod

Main Meeting

10. Finance report, bank reconciliation, budget to date

(1) Payments Received

Precept – 1st Instalment £16,500.00

(2) Payments for Approval

B Dickson – Allotment expenses £53.46

North Walsham signs – for MUGA £84.00

CV & RG (CAST) – shed repairs £260.00

J Haschak travel expenses – new councillor training - form needed £8.10

Clerks May Salary £510.34

Highways – safer crossing £14,045.00

- To **agree** payments to be made in accordance with the Budget
- (3) To **approve** Accounts Final Quarter 2017-2018 (Audited by Mr Kirkham)
 - (4) To **approve** financial risk assessment (circulated)
 - (5) To **approve** Governance statement 2017-2018
 - (6) To **approve** the governance statement on the annual return
 - (7) To **approve** the Statement of Accounts 2017 – 2018
 - (8) To **approve** the Statement of accounts and reconciliation

11. Planning applications

- BA/2018/0102/HOUSEH** - Landfall 8 Anchor Street - Renewal of planning permission
BA/2014/0336/HOUSEH for removal of existing conservatory and provision of first floor extension / side extension
- BA/2018/0133/TCAA** - High House 43 Wroxham Road - Mana Ash - crown reduction by 1.5-2.5m, T2: Sycamore - upper canopy reduction by 1.5m – To rectify wind damage
- BA/2018/0135/ADV** - Horstead Mill Mill Road Horstead - Information board
- 20180411** – 12 North Walsham Road – Side extension
- 20180505 and 20180512** – 73 Church Street – Single storey rear extension – listed building
- 20180637** – 3 Highfield Way – Single storey rear extension – prior notification
- 20180317** – 65a Rectory Road – discussed at last PC meeting and response sent in
- 20180065** – land to rear of 8a Station Road – report from Mr Musson

- 12. Preschool presentation
- 13. MUGA issues – Mr Grindrod
- 14. SAM2 – new posts
- 15. Gritting – to decide route for next winter
- 16. Allotments – Clerk to report
- 17. Playground inspections – Mr Kirkham to report
- 18. Tree works – update from Mr Musson and Mr Spinks
- 19. Other meetings and training

Meetings and training attended

- Playground inspection – Mr Kirkham – 9 April
- New Councillor training – Mr Haschak – 24 April
- Coming together, Broadland community event – Mr Grindrod - 23 April

Future meetings and training

- 20. Any other business – to report matters for inclusion in a future agenda, or matters that require no decision from the parish council

The next meeting will be on 12 June at 7.30 in the Church Rooms, Rectory Road, Coltishall.
All parishioners welcome