

# COLTISHALL PARISH COUNCIL

**You are summoned to the Parish Council Meeting in the Village Hall Lounge on Monday 8<sup>th</sup> January 2018 at 7.30 pm. This meeting is open to members of the public (but see below).**

*Suzanne Hall*

Clerk to the Parish Council

3<sup>rd</sup> January 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.

## **AGENDA**

### **1. Elections**

(a) To elect the Chairman (Clerk 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.

(c) To co-opt John Haschak as a member of the Council and approve new councillor training

2. To consider apologies for absence

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

4. To approve minutes of previous meeting 6<sup>th</sup> November 2017 and Extraordinary General meeting held on the 27<sup>th</sup> November 2017

5. Matters arising from the meeting (for information only)

### **Open Forum**

6. To receive reports from district and county councillors

7. Public Participation

8. Police Report – Mr Grindrod

9. Highways – Mr Grindrod

### **Main Meeting**

10. Finance report, bank reconciliation, budget to date

#### **(1) Payments Received**

|                                   |          |
|-----------------------------------|----------|
| NCC 28/11                         | £1202.92 |
| Recycling credit received 28/11   | £147.35  |
| Recycling credit received 19/12   | £79.65   |
| VAT reclaim to end Nov 2017 27/12 | £802.57  |

#### **(2) Payments since last meeting**

|                                     |          |
|-------------------------------------|----------|
| Bure Valley YFC                     | £1500.00 |
| Outgoing Clerks salary for November | £484.90  |
| Randells - Rotovator hire           | £45.00   |

### (3) Payments for Approval

|   |          |
|---|----------|
| David Gillett – Tree works                                      | £50.00   |
| ICO registration  | £35.00   |
| B Musson – travel for training                                  | £34.20   |
| Colishall Village Hall – hall hire April – Sept                 | £40.00   |
| Garden Guardians – to cover Highways contract – for 2017 work   | £1195.97 |
| Garden Guardians – other grass cutting – for 2017 work          | £4998.10 |
| URM – Bottlebank emptying Nov 2017                              | £12.60   |
| BDC – Green bin emptying at village hall – April 17 to March 18 | £127.25  |
| Westcotec – SAM2 equipment                                      | £2070.00 |
| Outgoing Clerks December Salary                                 | £484.90  |
| Outgoing Clerks expenses  | £86.29   |
| B Grindrod expenses – laptop/phone/training/other               | £941.22  |
| Incoming Clerks December Salary                                 | £306.20  |
| Incoming Clerks January Salary                                  | £510.34  |
| Incoming Clerks February Salary                                 | £510.34  |
| Coltishall PCC – Room Hire for SAM2/Speedwatch                  | £14.00   |

To **agree** payments to be made in accordance with the Budget

(4) Nominate a finance councillor to check accounts quarterly

(5) To note – Precept has been requested as agreed

– The Council no longer has the General Power of Competence

11. Future meetings for full council and planning committee – dates, time and venue
12. To consider planning application 20172152 – Flat 1 Coltishall hall. Replace roof light with rafters
13. To report on SAM2 and Speedwatch – Mr Grindrod
14. Green Bin at village hall – to agree collection 4/17 to 3/18
15. Donations – to be agreed
16. MUGA – addendum to Risk assessment
17. Village asset maintenance – to discuss future plans
18. Playground inspections – to nominate a playground inspector and approve training
19. Training – to approve Mr Dixon to attend allotment training and to approve Internal Audit training for clerk/councillor
20. Tree survey – to approve for work to continue
21. Other meetings and training
  - Meetings and training attended**
  - CiLCA – S Hall
  - Future meetings and training**
  - CiLCA – S Hall
  - Grants and funding training – Mr Musson
22. 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 date will be agreed at the meeting. All parishioners welcome.