

COLTISHALL PARISH COUNCIL

You are summoned to the Annual Parish Council Meeting in the Church Rooms on Tuesday 10th September 2019 at 6.30 pm. This meeting is open to members of the public (but see below)

Suzanne Hall

Clerk to the Parish Council

5 September 2019

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. To consider apologies for absence
2. To accept declarations of pecuniary interest in items on the agenda
3. To approve minutes of previous meeting 9th July 2019
4. Matters arising from the meeting (for information only)

Open Forum

5. To receive reports from district and county councillors
6. Public Participation
7. Police Report
 - June & July figures
8. Highways/SAM2/Speedwatch – if available

Main Meeting

9. Finance report, bank reconciliation, budget to date

(1) Payments Received

None

(2) Payments for Approval

Dog Bins – Broadland District Council	£546.00
New Councillor training x 1 & Chairman Training	£70.40
External Audit – PKF Littlejohn	£240.00
Zurich Insurance and Playground inspection	£1,645.55
WAVE – on behalf of Allot. Assoc. for water	£113.87
Coltishall Community Apple Orchard – donation for approval	£50.00

(3) Previously agreed Standing Orders and other payments

Payroll for July & August 2019	£1,708.40
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To **agree** payments to be made in accordance with the Budget

(4) To note that the 2018/19 accounts have been approved by the external auditors

10. Planning applications

- To Note - 20191210 – Church Farm, Great Hautbois Road – Change rearing of poultry to rearing of swine - the council had no objections
 - 20191204 – Dairy Farm, Wroxham Road – prior notification – request for comments
- Any applications received after agenda set
11. MUGA – as agreed at a previous meeting, to review the effectiveness of the work carried out to date along with correspondence received. To agree next actions.
 12. CAST - Update from Mrs Snelling
 - Update from Ms Thackham
 13. Playground - inspection report from Mr Kirkham
 - To consider the quotes to repair the see saw and swings.
 14. Policies for approval – Financial Regulations (circulated)
 - Equal Opportunities (circulated)
 - Freedom of Information (circulated)
 - Grant (circulated)
 15. Correspondence:
 - Rectory Road Land – Crocus Contractors Ltd
 - Playground email
 - Red Lion
 - Ling Way Speeding
 - Coltishall Community Apple Orchard – Approval for donation and to increase hedging
 - Dairy Farm response to permissive footpath enquiry
 - Allotments issue with garden waste
 - VE Day 2020 – Horstead PC
 16. Other meetings and training

Meetings and training attended

SNAP – 11 July - CJ

Community Land Trust meeting – 18 July – CJ

Future meetings and training

Chairperson Training – 10 September – JM

Charitable Trusts and Parish Councils – 8 October – Clerk & MT

SNAP – 10 October - CJ
 17. 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 **8 October at 6.30** in the Church Rooms, Rectory Road, Coltishall All parishioners welcome.