**AGENDA**

There will be an opportunity for public participation and district/county council reports, before the meeting commences. Please note that once the meeting is in session, members of the public are not allowed to speak unless specifically invited by the Chair/Clerk, in which case a vote will be taken to suspend standing orders.

1. To receive and consider apologies for absence.
2. To receive declarations of interest and request for dispensations.
3. To agree the minutes of the last Parish Council meeting held 7th November 2023 (Circulated).
4. To consider any matters arising (circulated in clerks report)
5. To consider and agree any planning applications including those received after agenda is published. Please refer to [www.southnorfolkandbroadland.gov.uk/plans](http://www.southnorfolkandbroadland.gov.uk/plans) and type in the application number to inspect plans.
   * 1. 2023/3454 - Change of use of agricultural land to equestrian grazing land, erection of a field shelter & a storage facility and dog exercise field with a small field shelter - creation of car parking & erection of fencing at and North of Great Hautbois Road.
     2. GNLP Main Modification Consultation and 2023/2422 – Erection of 25 dwellings at land east of Rectory Road. To consider parishioners concerns regarding sewage.
6. To agree financial statement below:

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| --- | --- | --- |
| * + 1. Payments Received | | |
| Derbyshire Environment (Tarmac) | Cricket Pavilion Grant | £1950.00 |
| * + 1. Payments previously approved | | |
| Clifford Moate | Caretaker Work | £427.50 |
| Robert Oakes | Gas for Allotment Tea Urn | £52.99 |
| Timotay | 1st instalment of installation of noise dampening, netting, fencing and jet wash work | £12,282.41 |
| * + 1. Payments for Approval | | |
| BDC | Annual Litter Bin Collections | £265.20 |
| BDC | Annual Dog Bin Collections | £984.30 |
| Ashley Ad’s | Flyers and Posters for public consultation – NW West | £60.00 (further £60.00 being paid by Horstead Parish Council) |
| NPLAW | Legal Expenses | £114.30 |
| Hyspek Property Maintenance | Armour cable for football floodlights | £228.00 |
| Clerks Expenses | October and November (includes DIY supplies for caretaker) | £289.44 |
| * + 1. Payments for information only – previously agreed direct debits and standing orders | | |
| Wave | Allotment Water Bill | £115.47 |
| B Furr | Clerks Salary for November | £1543.57 |
| Norfolk Pension Fund | Clerks Pension for November | £318.62 |
| HMRC | Tax for November | £443.81 |
| EE | Clerks Mobile - November | £6.00 |

* + 1. To approve the budget for 2024-25 and agree the precept.

1. To receive an update and consider any actions regarding the management of the allotments – Mr Oakes
2. To consider quote for additional signage at the allotment regarding dogs.
3. To consider putting signage near the Wroxham Road/Church Loke junction to improve pedestrian safety.
4. To agree DIY supplies for self-employed caretaker.
5. To agree annual donation to the Marlpit of £600.
6. To agree to submit a grant application to BDC for supplies and equipment for the community litter pickers.
7. To consider a quote to install a new toilet and replace the existing shower and toilet in the cricket pavilion.
8. To receive an update and consider any actions regarding the MUGA works.
9. To consider a donation to Coltishall Primary Friends Fundraising Committee event “Easter Colour Run” on 23rd March 2024.
10. To receive an update and consider any actions regarding the SAM2 camera.
11. To review and approve the following policies:
    * 1. Financial Regulations
      2. Risk Management Policy
      3. Equal Opportunities Policy
      4. Complaints Policy
12. To consider items for inclusion on the next agenda.
13. To note the date of the next meeting on Tuesday 2nd January 2024 at 6.30pm in the Church Rooms, Rectory Road.