

# COLTISHALL PARISH COUNCIL

**You are summoned to the Annual Parish Council Meeting in the Church Rooms on Tuesday 10<sup>th</sup> March 2020 at 6.30 pm. This meeting is open to members of the public (but see below)**

*Rebecca Furr*

Clerk to the Parish Council

5 March 2020

## **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 10<sup>th</sup> February 2020
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
  - January figures if available
8. Highways/SAM2/Speedwatch – if available

### **Main Meeting**

9. Planning applications
  - 20200323 – 6 Westbourne House – proposed single storey rear extension
  - 20200189 – Point House, 5 High Street - Change of use of the building to financial and professional services office and one residential unit, remodelling the roof of the rear wing and associated alterations
  - Any applications received after agenda set

### 10. Finance

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

VAT for Quarter 3 £1655.94

#### (2) **Payments for Approval**

Wave Allotment Water Bill £80.03

Donation - Grass Cutting for Churchyard £1000.00

NPTS Clerk's Training £88.00

S. Hall Clerk's Final Payment including tax refund £295.55

#### (3) **Previously agreed Standing Orders and other payments**

Payroll for February (S.Hall) 2020 £854.20

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

(4) To approve new clerk's salary and setting up of standing order

11. CAST - Update from Mrs Snelling
  - Update from Ms Thackham
12. GNLP – Response to consultation
13. Playground - inspection report from Mr Kirkham
14. Correspondence and councillor updates:
  - Village assets – JM
  - VE Day 2020 – NC & RG – update
  - Quiet Lanes Scheme – Tunstead Parish Council
  - Wroxham Road Footpath – update from JM
  - MUGA - noise dampening update from BGet
  - Request for SLCC Clerks Manual
  - Annual Parish Meeting – items for agenda

15. Other meetings and training

**Meetings and training attended**

VE 75<sup>th</sup> Anniversary Planning Meeting – 2<sup>nd</sup> March - NC & RG

End of financial year accounts training – 4<sup>th</sup> March - RF

**Future meetings and training**

VE 75<sup>th</sup> Anniversary Planning Meeting – 23<sup>rd</sup> March - NC & RG

Induction for Clerks and Councillors – 25<sup>th</sup> March - RF

SNAP – 2 April, Aylsham – volunteer needed

16. Any other business – to report matters for inclusion in a future agenda, or matters that require no decision from the Parish Council

The Annual Parish meeting will be on **14th April 2020 at 6.30** followed by the Parish Council meeting in the Church Rooms, Rectory Road, Coltishall. All parishioners welcome.