

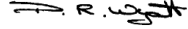
# **NOTICE OF MEETING**

Filming and recording of the meeting will be permitted in accordance with Broadland District Council's written protocol.

You are summoned to attend the **Annual Meeting of Salhouse Parish Council** in Jubilee Hall, Lower Street, Salhouse on:-

**Monday 9<sup>th</sup> May at 7.30pm**

**for the purpose of transacting the following business**



Mrs. Daphne R. Wyatt

Clerk and Responsible Finance Officer to Salhouse Parish Council.

26.4.2016

**Press and public are very welcome**

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## **AGENDA**

**2016**

### **85 APOLOGIES RESIGNATIONS CO-OPTIONS AND ELECTIONS.**

**85.1.** To elect the Chair of the Council and complete acceptance of Office.

**85.2** To receive Councillors acceptance of office and any adjustments to "Registers of Interests"

**85.3** To elect Vice-Chairman.

### **86 DECLARATIONS OF INTEREST (Agenda items only)**

Members are invited to declare interests as required by Salhouse Parish Council Code of Conduct adopted on 2<sup>nd</sup> July 2012

### **87 OTHER MATTERS**

**87.1 To consider those relevant matters (if any) contained in paragraphs (iii) to (ix) and (xi) to (xvii) of Paragraph K of Section 5 of Standing Orders**

**(vi) No new committees to be formed at present. Responsibilities for:-**

Planning – Cllr. McCormick (Chair) Cllrs. Murrell, Ball, Constantine, Thrower, Whymark and Tapp.

Finance (Budget ) committee – Responsible Finance Officer D.R. Wyatt,  
Cllrs. McCormick, Murrell and one other. (Cllr McCormick to chair meeting)

Finance – Cllr. Murrell

Council Internal Scrutineer – Cllr. V. Tapp.

External Auditor – Mrs. Pauline James.

Cheque signatories – Cllrs. McCormick, Murrell and Ball. (Any two to sign, and counter signed by the Clerk.

**Representatives arranged for:-**

Jubilee Hall – xxxxxxxxxxxxxx

Salhouse United charities – Cllr. Murrell

Playing Field/Recreation Ground. – Cllr. Ball.

Footpaths – Mr. Ray Halliday.

Risk Assessment – Cllr. McCormick.

Finance Risk Assessment – Cllr.Murrell

Advisory Group – Will be agreed as necessary.

Tree Warden – Mr. Ian Flatters.

**xiii Membership to outside bodies remain as follows:-**

Norfolk Association of Local Councils.  
Annual Fees as members.

National Playing Field Association.  
Annual Fees paid for Recreation Ground.

Society of Local Council Clerks.  
Clerks fees for above shared with Wroxham P.C.

**88 MINUTES OF PREVIOUS MEETING.**

To confirm and agree the minutes of the Parish Council meeting of 4<sup>th</sup> April 2016

**89 CHAIRMAN'S REPORT ( not including items on Agenda)**

To receive report from Chairman.

**90 PUBLIC PARTICIPATION (Standing Orders suspended)**

Meeting will be adjourned for up to 15mins. Each speaker allowed a maximum of 3 mins:

**89.1** To receive a report from County Councillor Tom Garrod.

**89.2** To receive report from District Councillors Whymark & Tapp

**89.3** Public submission /questions relating to local issues

**Resume Standing Orders.**

**91 FINANCIAL MATTERS.**

**91.1** To **AGREE** and **RESOLVE** the following payments and other matters:-

**91.2** To agree that all three elected councillors will continue to be cheque signatories.  
Cllr. McCormick, Murrell and Ball.

**91.3** Cheque payments as per list.

**91.4** Monthly balances as per ledger figures.

**91.5** Statement balances as declared on cheque list.

**91.6** To confirm receipt of Part 1 of Precept 2016/2017.

**91.7** To agree Annual Return for Local Councils in England – 2015/2016.

**91.8** To consider request from Team Salhouse to spend £95 on the Summer planting.

**91.9** Donation request towards Queens Street Party costs.

**92 NEIGHBOURHOOD PLAN.**

**92.1** Meeting took place on April 27<sup>th</sup> 2016(Office)

**93 CHOOSING YOUR CHARITY**

Results for the Charities were:- Magpas,(1) Citizens Advice Bureau,(1) Age UK (2) East Anglian Children's Hospices (6) and East Anglia Air Ambulance (9). In view of the closeness of the top two RFO suggested that a split of £120 and £80 be awarded to those Charities.

**94 CORRESPONDENCE**

**Norfolk Community Foundation** – confirmation of a £200 award- part payment towards wheelchair/buggy type bench for Recreation Ground.

**Broadland District Council** – Invitation to Planning meeting referring to erection of one dwelling with double garage at Longacre, Howledt's Loke, Salhouse Application 20160367.- No councillor requested booking to attend.

**Anglian Water Services.** – reply received from Peter Simpson, apologising for the elongated time for the repairs and confirmed that Dave Baker, Network Service Manager, has spoken to Mr. Cooper, who was happy with Dave's explanation

**Pensions Regulator-** Confirmation of communication contacts required by April 27<sup>th</sup> 2016 – On line documentation – done.

**95 VODAPHONE.**

Discuss and confirm when payments to residents involved are to be made.

**96 SHARED ACCESS-** Communications Mast.

Council replied, in reply to letter from Shared Access, that they could not supply a letter of support until Planning Application had been viewed and discussed. No reply received as yet.

Clerk reports that she has not received any letters of complaint or approval from recent leaflets circulated by SHARED ACCESS.

**97 NORFOLK COUNTY COUNCIL 50/50 PARTNERSHIP 2015/16, TROD PATH BELL LANE, SALHOUSE.**

To agree that C.I.L monies will be used to fund this project. Monies have been transferred from our reserve as agreed and replacement will take place when C.I.L monies received from BDC in October 2016. Total monies to be transferred in October/November amount to £20,000 plus £1811.77 moved as part of the 50% instruction.

**98 LEASE EXTENSION FOR RECREATION GROUND.**

Request has been made to S.U.C.T for a further extension of time, before further investment of monies available.

**99 PLANNING**

**PA20160501 – Woodland Crescent, 114, Lower Street, Salhouse**

Garage Conversion & erection of Porch & Detached Double Garage to Front of dwelling.

Mr & Mrs. Mattin. (Extension of time given until May 10<sup>th</sup>)

**PA20160659 – 10, Station road, Salhouse.**

Change of Use to full residential and Extension to Front.

Mr. Liam Landamore.

**100. ST.GEORGES DAY PARADE – APRIL 17TH**

Report if available.

**101. NORTHERN DISTRIBUTOR ROUTE.**

Following the report received from N.C.C. (John Birchall) reported at the last meeting.

There has been no further correspondence as Cllr. Tapp was going to contact N.C.C, with this, when he attended at their premises in the near future.

**102. FOOTPATH REPORT & DEREHAM TOWN COUNCIL CONFERENCE COMMUNICATIONS.**

**103. LATE CORRESPONDENCE.**

**104. COUNCILLORS INPUT AND ITEMS FOR THE NEXT AGENDA.**

**105 DATE OF NEXT MEETING**

Next meeting will be held on June 6<sup>th</sup> 2016.