

PARISH of SWANTON MORLEY

Notice of a Meeting of the Parish Council

Dear Parishioner,

A meeting of the above named Council will be held at the Village Hall, Manns Lane on **Monday 12th March 2018 at 7.30pm**. Members of the public are welcome to attend and time has been allocated for public participation.

Dated this day 7th March 2018

Faye LeBon ...Mrs F. LeBon - Clerk to the Parish Council

Swanton Morley Village Hall, Manns Lane (01362) 637166
email: parishcouncil@swantonmorley.org.uk

Time Allocated to the Public

To Receive District & County Councillors Report

BUSINESS TO BE TRANSACTED

1. To Accept Apologies for Absence
2. To Receive Declarations of Interest
3. Minutes from the Parish Council Meeting of 12th February 2018 to be accepted, initialled and signed.
4. Matters Arising from Minutes of 12th February 2018 (For Exchange of Information Only)
5. Finance
 - a) Accounts to approve for payment:

Payee	Detail	Total Amount Payable	Of Which VAT Reclaimable
Faye LeBon / Kelly Pickard / Norfolk Pension Fund/ HMRC	Staff Remuneration Package (February)	£2,951.02	-
Anglian Water	Quarterly Water Bill (Allotments)	£45.00	-
A.C. Banham	Repair of Street Light on Gooseberry Hill	£45.00	-
UK Debt Management	Public Works Loan	£5,816.75	-
Eastern Office Equipment	Stationery	£10.62	£1.77
E-on	Street Light Electricity	£66.15	£3.15
	TOTAL	£8,934.54	£4.92

- b) Income to be Reported
None reported

6. Land and Planning

- a. To Consider Responses to Breckland District Council for the Following Planning Applications
 - i. 3PL/2018/0002/OB – Land West of Rectory Road - Increase in areas to be transferred to Swanton Morley Parish Council in lieu of Norfolk County Council Highways
 - ii. 3PL/2018/0157/HOU – Whitefriars, Norwich Road - Raise roof to accommodate rooms, rear extension, New replacement porch and demolition of garage
 - iii. 3PL/2018/0197/HOU – Walnut House, Gooseberry Hill - Demolish chimneys and lean to conservatory. Remodel & refurbish interior. Demolish front porch & construct a new porch, central to the facade. New windows to balance the symmetry of the facade and proposed garage
 - iv. 3PL/2017/1393/F – Elsing Road - Development of car park to provide additional commercial units
- b. To Receive Report on Planning Decisions by Breckland District Council
- c. To Receive Update on Breckland District Council's Local Plan and Agree Attendance at Hearings
- d. To Receive Report on Transfer of Open Space at the Meadowview Development to the Parish Council and Agree Subsequent Actions.
- e. To Receive Update on Housing Needs Survey for the Village
- f. To Receive Update on the Progress of the Neighbourhood Plan
- g. To Consider Funding for Travel to London for Meeting with the Housing Minister

7. Churchyard & Burial Ground

- a. To Receive Report from Councillor Responsible for the Burial Ground and Churchyard
- b. To Agree Details of Working Party for Burial Ground

8. Allotments

- a. To Receive Report from Councillor Responsible for Allotments and Consider any Actions from Recommendations

9. Street Lighting

- a. To Receive Reports of Street Lighting Faults or Matters for Attention

10. Highways

- a. To Receive Reports of Highways Faults / Matters for Attention
- b. To Discuss Highway Safety Around the Waterfall Bridges

11. Youth and Playing Fields

- a. To Receive Report from Councillor Responsible for Youth and Play Areas and Consider any Actions from Recommendations
- b. To Receive Update Report on Installation of Outdoor Table Tennis Table
- c. To Receive Update Report on Installation of Safagrass at Gooseberry Hill and the Village Green
- d. To Consider Grant Application for Installation of Cabin at Swanton Morley Village Hall

12. Commons, Open Spaces & Environmental

- a. To Receive Report from Councillor Responsible for Common Lands
- b. To Agree Details of Working Party for Burgh Common
- c. To Receive Report on Parish Council Application for New Countryside Stewardship Scheme

13. General Data Protection Regulations

- a. To Receive Update on the General Data Protection Regulations
- b. To Agree Information Protection Policy
- c. To Agree Security Incident Policy
- d. To Adopt LCPAS Policy on Document Retention

- 14. To Receive Update on Swanton Morley Festival Meeting**
- 15. To Agree Agenda for Annual Parish Meeting**
- 16. To Agree March Edition of The Mardler and Distribution Method**
- 17. To Receive Update Report on 'Unsightly Sites' Put Forward to Breckland District Council**
- 18. Correspondence (For Exchange of Information Only)**

Meeting to Be Suspended For Further Time Allocated to the Public

- 19. Any item to be reported for the next agenda**
- 20. To Confirm the Date & Time of the next Meeting of the Parish Council to be held on Monday 9th April 2018 at 7.30pm at Swanton Morley Village Hall.**
- 21. To Receive Proposal to Close the Meeting to the Press and Public for Item 22 as Permitted under s2 of the Public Bodies (Admission to Meetings) Act 1960 as Publicity would be Prejudicial to the Public Interest.**
- 22. To Receive Update on the Swanton Morley Neighbourhood Plan**
 - a) To Receive Update from Meeting of 7th February 2018
 - b) To Consider Response from Maladministration Complaint
- 23. To Receive Proposal to Close the Meeting to the Press and Public for Item 24 as Permitted under s2 of the Public Bodies (Admission to Meetings) Act 1960 as the Document Relates to the Terms and Conditions of Employment**
- 24. To Agree Staff Appraisal Document**