



SWANTON MORLEY PARISH COUNCIL

Notice of a Virtual Meeting of the Parish Council

Dated this day 9th December 2020

The next meeting of Swanton Morley Parish Council will be held on **Monday 14th December 2020 at 7.30pm.**

Under the Coronavirus Act, the Secretary of State has published meeting regulations which remove the requirement to hold annual meetings and allow virtual meetings up to 7 May 2021. These are contained in The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

Accordingly, this meeting will be held virtually via Microsoft Teams and if any members of the public or press wish to attend, please contact the Clerk no later than 12 noon on Monday 14th December 2020 and an invitation to join the Teams meeting will be sent to you.

The public and press will be able to address the Council during the Public Participation session. Any member of the public wishing to speak must give notice to the Clerk by 12 noon on Monday 14th December 2020. Public Participation will be limited to 15 minutes, with three minutes allowed per speaker. Our Standing Orders do not permit members of the public and press to take part in the debates.

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 9th November 2020 to be accepted, initialled, and signed.**
- 4. Matters arising from Minutes of 9th November 2020 (For Exchange of Information Only)**
- 5. Finance**
 - a. Accounts to approve for payment**

Please see overleaf

Parish Clerk: Kelly Pickard 01362 637166
Swanton Morley Village Hall, Manns Lane, Swanton Morley
parishcouncil@swantonmorley.org

Kelly Pickard

Payee	Detail	Payment type	Total Amount Payable	Of Which VAT Reclaimable
Staff remuneration	PAYE Month 5	Bacs	£3314.31	
CGM	September contract	Bacs	£627.97	£104.66
BT	Telephone line	Direct debit	£113.36	£18.89
E.On	Streetlight electricity	Direct debit	£69.70	£3.32
S2 Computers	IT Support	Direct debit	£144.24	£20.24
AT Coombes	Burial Ground & Village Green Tree work	BACS	£3088.80	£514.80
M Heinrich	Mardler	BACS	£169.20	
PKF Littlejohn	External Audit	BACS	£480.00	£80.00
Norfolk Parish Training	Councillor Training	BACS	£40.00	
M Heinrich	Office chair (pre-paid)	BACS	£25.00	
Viking	Office stationery for Burial ground records	BACS	£43.04	£7.17
Tangerine Creative	Festival domain name renewal	BACS	£102.00	£17.00
	TOTAL		£8217.62	£766.08

b. Accounts to Approve for Payment for Members with a Pecuniary Interest

Payee	Detail	Payment type	Total Amount Payable	Of Which VAT Reclaimable
Wensum Valley Electrical	Supply Security Fencing at Gooseberry Hill Playing Field	Bacs	£545.35	£90.89
Wensum Valley Electrical	Supply Christmas Lighting equipment	BACS	£1,460.94	£243.49
		Total	£2,006.29	£337.38

c. To Receive a Proposal to Waive Financial Regulations to authorise the payment in item 5b

d. Income to be reported

Income Received From	Details	Amount
Allotment holder	Allotment fee	£50.00
	TOTAL	£50.00

e. To Receive the Conclusion of the External Audit 2019/2020

6. Policies

a. To Receive a Report following the Finance and Governance Working Group Meeting and to Adopt the amended Financial Regulations

7. Land and Planning

- a. To consider responses to Breckland District Council for any planning applications:

3PL/2020/1247/HOU - 1 Ward Crescent - Proposed Front Porch

3PL/2020/1240/HOU - The Cottage and 2&3 Gooseberry Hill Swanton Morley - Erect access scaffolding and Apply phenolic insulation boards and render to both semi detached properties.

3PL/2020/1245/F - SWANTON MORLEY: Land East of Gooseberry Hill land to immediate east of recreation ground - Erection of single-storey detached dwelling together with associated detached single-storey garage/workshop, solar panels, and landscaping

3PL/2020/1375/HOU - Angel Cottage, Hoe Road South - Outbuilding to provide a double garage & home office

- b. To Receive Report on Planning Decisions by Breckland District Council
- c. To Receive an update on the Government's White Paper on the future of the planning system
- d. To Receive an update on the legal response to a planning application

8. To Consider Matters for Attention for the Following Parish Assets:

- a. Churchyard at All Saints' Church
- b. Swanton Morley Cemetery
- c. Swanton Morley Allotments
- d. Swanton Morley Playing Fields and Village Green
- e. Swanton Morley Common Lands
- f. Streetlights
- g. Meadowview Estate (Davidson Park)
- h. Village paths

9. Highways

- a. To Receive Reports of Highways Faults / Matters for Attention

10. To receive an update on the extension to the Volunteer scheme in the Village to build community involvement

- i. To Receive the Recommendation to plant The Woodland Trust Trees

11. Correspondence (For Exchange of Information Only)

Meeting to Be Suspended for Further Time Allocated to the Public

12. Any item to be reported for the next agenda

13. To Confirm the Date & Time of the Next Meeting of the Parish Council to be held on Monday 11th January 2021 at 7.30

14. To receive a proposal to close the meeting to the press and public for item 15, for the reason that the content of discussion relates to Staff matters (permitted under Section 1 para 2 of the public bodies (Admission to Meeting Act 1960).
15. To Discuss Staff Matters