

PARISH of SWANTON MORLEY

Notice of a Meeting of the Parish Council

Dear Parishioner,

The Annual Meeting of the above named Council will be held at the Village Hall, Manns Lane on **Monday 14th May at 7.30pm**. Members of the public are welcome to attend and time has been allocated for public participation.

Dated this day 9th May 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 Elect Parish Council Chairman for the Forthcoming Year
2. To Accept Apologies for Absence
3. To Receive Declarations of Interest
4. Election of Vice Chairman
5. **Appointment of Council Representatives and Councillors with Special Responsibilities:**
 - a) Member to Represent the Council on Barrett's Charity Committee
 - b) Members to be Responsible for the Churchyard & Burial Ground
 - c) Members for Commons & Open Spaces & Environmental Working Group
 - e) Member to be Responsible for Public Footpaths
 - f) Member to be Responsible for Playgrounds and Youth Areas
 - g) Appointment of Parish Council representative on the Patients' Participation Group
 - h) Appointment of Parish Council representative for the Community Car Scheme
 - i) Appointment of Community Car Organiser and Deputy Organiser
 - j) Member to be Responsible for Allotments
 - k) Members to form the Personnel Committee
6. Minutes from the Parish Council Meeting of 9th April 2018 to be accepted, initialled and signed.
7. Matters Arising from Minutes of 9th April 2018 (For Exchange of Information Only)
8. Minutes from the Parish Council Meeting of 16th April 2018 to be accepted, initialled and signed.
9. Matters Arising from Minutes of 16th April 2018 (For Exchange of Information Only)
10. To Receive Draft Minutes from the Annual Parish Meeting Held on 16th April 2018 and Agree that they be put forward for Agreement by the Public at the 2019 Annual Parish Meeting.

11. 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 Packages (April)	£2,877.88	-
Stocksigns	'Concealed Entry' Signage	£28.79	£4.80
CGM	Grounds Maintenance March/April	£842.13	£140.34
Eastern Office Equipment	Mardler & APM Copying & Stationery	£458.17	£67.89
BT	Cloud Phone and Broadband	£92.74	£15.45
E-on	Street Light Electricity	£66.15	£3.15
	TOTAL	£4,365.86	£231.63

b) Income to be Reported

Income Received From	Details	Amount
Norfolk Community Foundation	Community Car Funding	£650.00
Breckland District Council	50% of Precept	£39,111.17
Breckland District Council	50% Of Council Tax Support Grant	£300.00
	TOTAL	£2,820.02

c) To Agree Payment of £273.00 as 50% of Chairman's Allowance for 2018/2019.

12. Land and Planning

- a. To Consider Responses to Breckland District Council for the Following Planning Applications
 - i. 3PL/2017/1546/VAR – Land off Rectory Road - Variation of condition 12 on pp 3PL/2014/0083/F - amended drainage details (amended plans)
 - ii. 3OB/2018/0002/OB – Land off Rectory Road - Increase in areas to be transferred to the nominated body in lieu of Norfolk County Council Highways (amended plans)
 - iii. 3PL/2018/0462/HOU – Hartington, Woodgate - Proposed alterations, side extension and re-positioned access to existing dwelling.
 - iv. 3PL/2018/0511/HOU – 8 Mason Road - Proposed single storey extension to existing dwelling
- b. To Receive Report on Planning Decisions by Breckland District Council
- c. To Receive Update on Breckland District Council's Local Plan
- d. To Receive Report on Transfer of Open Space at the Meadowview Development to the Parish Council and Agree Subsequent Actions.
 - i. To Agree Purchase of Memorial for Meadowview Development
- e. To Receive Update Report on Housing Needs Survey for the Village
- f. To Receive Update on the Progress of the Neighbourhood Plan

13. To Consider Matters for Attention for the Following Parish Assets

- a. Churchyard at All Saints' Church
 - i. To Consider Recommendation from Tree Surgeon
- b. Swanton Morley Cemetery
- c. Swanton Morley Allotments
- d. Swanton Morley Playing Fields and Village Green
 - i. To Receive Update Report on Installation of Outdoor Table Tennis Table
 - ii. To Receive Update Report on Installation of Safagrass at Gooseberry Hill and the Village Green

- iii. To Receive Update Report on Grant Application for a Cabin at Swanton Morley Village Hall
- e. Swanton Morley Common Lands
 - i. To Agree Details of Working Party for Burgh Common
 - ii. To Receive Update Report on Installation of Picnic bench at Burgh Common
 - iii. To Receive Update Report on Application for New Countryside Stewardship Scheme
- f. Street Lights

14. Highways

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

15. General Data Protection Regulations

- a. To Receive Update on the General Data Protection Regulations

16. To Receive Update on Swanton Morley Festival Meeting

17. To Receive Update Report on 'Unightly 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 11th June 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 and Consider any Resulting Actions