

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 9th April 2018 at 7.30pm**. Members of the public are welcome to attend and time has been allocated for public participation.

Dated this day 4th April 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 March 2018 to be accepted, initialled and signed.
4. Matters Arising from Minutes of 12th March 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 / HMRC / Norfolk Pension Fund	Staff Remuneration (March – made under contract)	£2,960.06	-
SLCC	Annual Subscription	£165.00	-
Norfolk County Council	50% of Parish Partnership Scheme	£2,700.00	-
BT	Cloud Phone and Broadband	£82.45	£15.32
E-on	Street Light Electricity	£66.15	£3.15
	TOTAL	£5,973.66	£18.47

- b) Accounts to approve for payment (Community Car)

Payee	Detail	Total Amount Payable	Of Which VAT Reclaimable
8no. Community Car Volunteer Drivers	Community Car Mileage	£497.71	-
	TOTAL	£497.71	0

c) Income to be Reported

Income Received From	Details	Amount
Littleproud FD	Burial Fee (Townsend)	£180.00
HMRC	VAT Refund (Dec/Jan)	£2,580.39
Nationwide	Annual Interest	£59.63
	TOTAL	£2,820.02

d) To Agree Appointment of Internal Auditor

6. Land and Planning

- a. To Consider Responses to Breckland District Council for the Following Planning Applications
 - i. 3PL/2018/0142/F – Merryfield, 39 Greengate - Erection of two detached dwellings with integral garages
 - ii. 3PL/2018/0251/F – Waterfall Farm, Worthing Road - Conversion of outbuilding to form annexe single storey extension to form sun room
- 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.
- e. To Receive Update Report on Housing Needs Survey for the Village
- f. To Receive Update on the Progress of the Neighbourhood Plan

7. Churchyard & Burial Ground

- a. To Receive Report from Councillor Responsible for the Burial Ground and Churchyard
- b. To Consider Recommendations from Tree Surgeon for Works in Churchyard

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
- c. To Consider Request for Dog Bin at Entrance to Church Meadow

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 Receive Update on 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 Receive Update Report on 'Unsightly Sites' Put Forward to Breckland District Council

16. Correspondence (For Exchange of Information Only)

Meeting to Be Suspended For Further Time Allocated to the Public

17. Any item to be reported for the next agenda

18. To Confirm the Date & Time of the Annual Meeting of the Parish Council to be held on Monday 14th May 2018 at 7.30pm at Swanton Morley Village Hall.

19. To Receive Proposal to Close the Meeting to the Press and Public for Item 20 as Permitted under s2 of the Public Bodies (Admission to Meetings) Act 1960 as Publicity would be Prejudicial to the Public Interest.

20. To Receive Update on the Swanton Morley Neighbourhood Plan

a) To Receive Update from Neighbourhood Plan Meetings with Breckland District Council

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 Consider Correspondence from Breckland District Council Regarding Lands at Middle Camp

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

25. To Receive Proposal to Close the Meeting to the Press and Public for Item 26 as Permitted under s2 of the Public Bodies (Admission to Meetings) Act 1960 as Publicity would be Prejudicial to the Public Interest.

26. To Consider Purchase of Additional Parish Amenity Land