

PARISH of SWANTON MORLEY

Notice of a Meeting of the Parish Council

Dear Sir/ Madam,

I hereby give you notice that a meeting of the above named Council will be held at Swanton Morley Village Hall, Manns Lane on **Monday 10th December 2018 at 7.30pm**. All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder.

Dated this day 5th December 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 November 2018 to be accepted, initialled and signed.
4. Matters Arising from Minutes of 12th November 2018 (For Exchange of Information Only)
5. Minutes from the Parish Council Meeting of 19th November 2018 to be accepted, initialled and signed.
6. Matters Arising from Minutes of 19th November 2018 (For Exchange of Information Only)
7. Finance
 - a) Accounts to approve for payment:

| Payee | Detail | Total Amount Payable | Of Which VAT Reclaimable |
|---|-------------------------------------|----------------------|--------------------------|
| Faye LeBon/Kelly Pickard/Gill Wardlow/HMRC/Norfolk Pension Fund | Staff Remuneration package November | £4,217.71 | - |
| S2 Computers | New laptop and set up | £825.43 | £137.57 |
| Stocksigns Ltd | Signs for Burgh Common | £231.35 | £38.56 |
| Glasdon | New Dog Bin | £103.82 | £17.30 |
| CGM Group | Grounds Maintenance | £449.64 | £74.94 |
| E-on | Street Light Electricity | £66.15 | £3.15 |
| | TOTAL | £5893.56 | £271.52 |

b) Accounts to approve for payment (Members with Pecuniary Interests)

| Payee | Detail | Total Amount Payable | Of Which VAT Reclaimable |
|------------------------------|---|----------------------|--------------------------|
| Wensum Valley Electrical Ltd | Village green Christmas lights display – batteries, cable ties, installation. | £212.40 | £35.40 |
| | TOTAL | £212.40 | £35.40 |

c) Income to be Reported

| Income Received From | Details | Amount |
|----------------------|---|----------------|
| Bartrams | Burial Fee (Gibson-Denney) | £180.00 |
| HMRC | VAT Refund (4 th April – 14 th May) | £179.06 |
| | TOTAL | £359.06 |

d) To Consider Changes to Bank Signatories

e) To consider Changes to Financial Regulations

8. Land and Planning

a. To Consider Responses to Breckland District Council for the Following Planning Applications

- i. **3PL/2018/1246/F – Hopkins Homes (re: Rectory Road) Erection of 85 Dwellings with Associated Open Space**
- ii. **3PL/2018/1402/F- Rear of 6 Manns Lane Swanton Morley NR20 4PP - Change from Agricultural pasture to private garden**

- b. To Receive Report on Planning Decisions by Breckland District Council
- c. To Receive Update Report 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 from Hastoe Housing on Potential Exception Sites
- f. To Receive Update on the Progress of the Neighbourhood Plan

9. 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**
 - i. To Receive Update Report on Installation of Picnic bench at Burgh Common
- f. **Street Lights**
 - i. To Receive Update Report on Cleaning and Testing of Street Lights

10. Highways

- a. To Receive Reports of Highways Faults / Matters for Attention
- b. To Consider Consultation for 'Western Link'
- c. To Receive Report on Meeting about Permissive Pathways and Agree Actions Necessary

11. To Receive Update on Community Car Scheme and Agree any Actions Necessary

12. To Receive Update on Swanton Morley Festival

13. To Agree December Edition of The Mardler

14. To Receive Update Report on 'Unsightly Sites' Put Forward to Breckland District Council
15. To Consider Actions for Better Adherence to GDPR Legislation
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 Next Meeting of the Parish Council to be held on Monday 14th January 2019 at 7.30pm at Swanton Morley Village Hall.
19. To Receive Proposal to Close the Meeting to the Press and Public for Item 20 for the reason that the content of discussion is commercially sensitive (permitted under Section 1 para 2 of the Public Bodies (Admission to Meetings Act 1960).
20. To Receive Update Report on Extra Amenity Land in the Village
21. To Receive Proposal to Close the Meeting to the Press and Public for Item 22 for the reason that the content of discussion is commercially sensitive (permitted under Section 1 para 2 of the Public Bodies (Admission to Meetings Act 1960)
22. To receive an update from Mr Atterwill on the Neighbourhood Plan