

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 14th January 2019 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 9th January 2019

Kelly Pickard ...Mrs K. Pickard – Acting 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 10th December 2018 to be accepted, initialled and signed.
4. Matters Arising from Minutes of 10th December 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 /K Pickard/HMRC/Norfolk Pension Fund	Staff Remuneration Packages (December)	£3301.03	-
S2 Computers	Microsoft Office 365 Business and Business Premium	£33.84	£5.64
Cozens UK Ltd	Street Lighting 6 Yearly Test and clean	£2376.00	£396
Eastern Office Equipment	Mardler Print	£60.00	£0.00
E-on	Street Light Electricity	£69.70	£3.32
Nicholas Hancox Solicitors	Acquisition of Rectory Road Public Open Space from Hopkins Homes	£1,110.00	£180
Norfolk Playing Fields Association	Renewal for Membership	£25.00	£0.00
	TOTAL	£5865.57	£584.96

b) Income to be Reported

Income Received From	Details	Amount
Norfolk County Council	Refund on Parish Partnership	£850.0
	TOTAL	£850.00

- d) To receive an update to Changes to Bank Signatories
- e) To consider Changes to Financial Regulations

6. Land and Planning

- a. To Consider Responses to Breckland District Council for the Following Planning Applications
 - i. 3PL/2018/1517/F – Freshfields, Harkers Lane – Conversion of agricultural building to a dwelling (resubmission)
 - ii. 3PL/2018/1573/F – Merryfield, 39 Greengate – Erection of 2no. dwellings (resubmission)
 - iii. To Consider Acceptance of Ownership of Open Space should Planning Application 3PL/2018/1246/F be approved (85 dwellings for Hopkins Homes)
 - iv. To Consider Projects for Off Site Sports Provision Should Monies Become Available
- 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 Update on Transfer of Open Space at the Meadowview Development to the Parish Council and Confirm Funds Being Transferred.
- e. To Receive Update on the Progress of the Neighbourhood Plan

7. 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

8. Highways

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

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

10. To Receive Update on Swanton Morley Festival

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 February 2019 at 7.30pm at Swanton Morley Village Hall.

14. 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)

15. To Receive an update report on Staff recruitment and Agree any Actions Necessary