



TO MEMBERS OF THE COUNCIL:

You are duly summoned to the next meeting of **TIVETSHALL PARISH COUNCIL** to be held on
Wednesday 13th June 2018 at 7.30 pm at Tivetshall Village Hall

Ros Hill, Parish Clerk: Leylandii, Rectory Road, Tivetshall St Mary, Norwich. NR15 2AL Telephone 07830292074

SIGNED: *R G Hill*

DATED: 7th June 2018

AGENDA

- 1. APOLOGIES AND APPROVALS OF ABSENCE**
- 2. TO CONSIDER APPLICANTS FOR CO-OPTION**
- 3. TO RECORD DECLARATIONS OF INTEREST AND CONSIDER DISPENSATIONS**
- 4. MINUTES**
 - 4.1 To approve the minutes of the 9th May Council meeting.
 - 4.2 Matters arising from the minutes
- 5. PUBLIC PARTICIPATION – 15 MINUTES ALLOCATED FOR PARISHIONERS’ FORUM**
 - 5.1 Reports from District Cllr and County Cllr, if present
 - 5.2 Parishioners' Forum
- 6. REPORTS FROM CLERK AND COUNCILLORS**
 - 6.1 Update on Highways and Public Rights of Way matters – Stony Road
 - 6.2 Update from Clerk on GDPR tasks
 - 6.3 Update from Clerk on website capacity
- 7. HIGHWAYS AND MAINTENANCE MATTERS**
 - 7.1 Consideration of maintenance and security of Playing Field, the area surrounding village hall and village green
 - 7.2 Consideration of maintenance of footpaths and other Public Rights of Way
 - 7.3 To consider next steps re ongoing problem with fly-tipping off Star Lane
 - 7.4 To consider matters raised at the Annual Parish Meeting
 - 7.5 To consider response to consultation on Norwich Western Link
- 8. UPDATE FROM VILLAGE HALL MANAGEMENT COMMITTEE**
- 9. TO CONSIDER RECENT ANTI-SOCIAL BEHAVIOUR**
- 10. PLANNING**
 - 10.1 To Consider Application 2018/1008 White Gates, Rectory Road, Tivetshall St Mary, NR15 2AL
 - 10.2 To Consider Application 2018/1158 Thistledown Farm, Station Rd, Tivetshall St Margaret – Variation to Condition 2 Of Application 2016/2196
- 11. TO REVIEW PC COMMUNICATIONS STRATEGY**
- 12. TO REVIEW AND UPDATE COMMUNITY PLAN**
- 13. TO CONSIDER INSTALLATION OF SAM2 EQUIPMENT**
- 14. TO CONSIDER RESPONSE TO POLLING DISTRICT REVIEW**
- 15. TO CONSIDER ATTENDANCE AT SOUTH NORFOLK COUNCIL CLERKS’ CONSULTATION**
- 16. INTERNAL AUDIT AND ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR)**
 - 16.1 To note contents of Internal Auditors Report
 - 16.2 To consider the Annual Governance Statement (AGAR)
 - 16.3 To receive and note the Accounts Statement (AGAR)
 - 16.4 To approve the Certificate of Exemption (AGAR)
 - 16.5 To receive and approve the explanation of variances report
 - 16.6 To approve the period for Exercise of Public Rights

17. TO NOTE CORRESPONDENCE RECEIVED

- 17.1 To note correspondence from Historic England regarding St Margaret's War Memorial
- 17.2 To note correspondence relating to neighbour bonfires
- 17.3 To note correspondence relating to pathway to north of Rectory Road along A140
- 17.4 To note correspondence relating to maintenance of open spaces which are the responsibility of the Parish Council

18. FINANCE

- 18.1 To receive the balance of accounts and bank reconciliation
- 18.2 To receive revised end of year accounts
- 18.3 To approve payments to include:
 - 18.3.1. Clerk's expenses, office supplies - £28.91 (printer ink/paper)
 - 18.3.2. Clerk's monthly gross salary for period 01/06/18 to 30/06/18, Total £386.35 (£267.89 monthly salary plus £118.46 additional hrs)
 - 18.3.3. NPTS Training for TPC on GDPR - £250.00
 - 18.3.4. Norse six-monthly invoice - £662.84
 - 18.3.5. Internal Audit (P James) - £118.72
 - 18.3.6. Came & Company (Inspire Insurance) - £492.26
 - 18.3.7. Tivetshall Village Hall (extra bookings in April/May) - £72.52
 - 18.3.8. The Primrose Press printing of June/July Grapevine - £132.00

19. STAFFING MATTERS (CONSIDER EXCLUDING THE PUBLIC)

- 18.1 To Consider Recruitment to Handyperson Vacancy

20. URGENT ITEMS FOR INFORMATION AND CARRYING FORWARD TO NEXT MEETING

21. TO SET THE DATE AND TIME OF THE NEXT PARISH COUNCIL MEETING

- Proposed as Wednesday 11th July 2018 at 7.30pm