



TIVETSHALL PARISH COUNCIL

To Members of the Council

You are hereby summoned to attend the meeting of Tivetshall Parish Council for the purpose of transacting the business set out in this agenda, on **Wednesday 8th July 2020, 7.30 pm in the Village Hall**

SIGNED: *RJ Riches*

DATE: 1st July 2020

AGENDA

1. **A) ELECTION OF CHAIRMAN AND TO RECEIVE THE CHAIRMAN'S DECLARATION OF OFFICE**
B) ELECTION OF VICE-CHAIRMAN AND TO RECEIVE THE VICE-CHAIRMAN'S DECLARATION OF OFFICE
2. **APOLOGIES FOR ABSENCE**
3. **DECLARATIONS OF INTEREST ON ITEMS ON THE AGENDA AND CONSIDER ANY REQUESTS FOR DISPENSATIONS**
4. **MINUTES**
 - 4.1 To approve the minutes of the 10th June Parish Council meeting
 - 4.2 Matters arising from the 10th June minutes
5. **PUBLIC PARTICIPATION**
 - 5.1 Reports from District Cllrs and County Cllr
6. **REPORT FROM CLERK AND COUNCILLORS**
 - 6.1 To receive Clerk's report – previously circulated
7. **TO RECEIVE VILLAGE HALL REPORT**
8. **TO RECEIVE AND UPDATE ON B4RN COMMUNITY BROADBAND**
9. **DEVELOPMENT OF THE NEIGHBOURHOOD PLAN**
 - 9.1 Neighbourhood Area application – requested by SNC
 - 9.2 Request from Rachel Leggett for up-date on progress to date
 - 9.3 Bid writing (2 bids) by the Clerk – up-date
10. **ALLOTMENTS**
 - 10.1 Discussion on the provision of Allotments, requirements, rules and regulations
11. **SPEED AWARENESS MACHINE – STATS**
12. **SPEED LIMIT ON STATION ROAD - RESIDENTS**
13. **RE-ALIGNMENT OF CCTV CAMERA – UPDATE**
14. **ROSPA REPORT - Discussion**
15. **PPE – TOTAL SPEND TO DATE**
 - 15.1 Discussion on the purchase of further PPE or other requirements
16. **TO NOTE CORRESPONDENCE RECEIVED**
 - 16.1 Speeding on Station Road – email from concerned resident
 - 16.2 Hastoe Housing Association – email offering 1 bed flat to residents of Tivetshall St Margaret, Tivetshall St Mary and Gissing
 - 16.3 "Parish Partnerships" scheme for local highway improvements – invitation to bid
 - 16.4 Grass cutting at the Green – email praising the contractor
 - 16.5 Minutes of the meeting – Saints Yard/Town Lands/Fuel Allotment Charity
 - 16.6 Emergency Road Closure - Anglian Water repairs to a burst water main the use by vehicles of the U76118 School Road from its junction with C362 The Street, for 90 metres eastwards will be temporarily prohibited from 28th June 2020 to 2nd July 2020
17. **INTERNAL AUDIT AND ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR)**

- 17.1 To receive the Internal Auditors Report and consider recommendations
- 17.2 To consider and approve the Annual Governance Statement (AGAR)
- 17.3 To consider and approve the Accounting Statements for 2019/20 (AGAR)
- 17.4 To appoint a councillor as Internal Audit Control Officer for the coming year
- 17.5 To approve the Certificate of Exemption (AGAR)
- 17.6 To receive and approve the explanation of variances report
- 17.7 To approve the period for Exercise of Public Rights

18. FINANCE

- 18.1 To receive the balance of accounts and bank reconciliation
- 18.2 To receive confirmation of payments received into bank
- 18.3 To receive confirmation of payments made since 10th June 2020
- 18.4 To approve payments to include:
 - 18.4.1. Clerk's monthly gross salary for period 01/07/2020 to 31/07/2020 of £274.92 plus additional hours of £126.00 Total gross salary £400.92
 - 18.4.2. Handyman gross salary for June – £60.96
 - 18.4.3. Clerk's Reimbursement of Mileage - £40.95

19. TO RECEIVE ANY URGENT ITEMS FOR INFORMATION AND CARRY FORWARD TO THE NEXT MEETING

20. TO AGREE THE DATE AND TIME OF THE NEXT PARISH COUNCIL MEETING

Proposed as Wednesday, 9th September 2020 at 7.30pm, in the Village Hall

Parish Clerk, Rosie Riches: 11 Lovat Close, Harleston, Norfolk, IP20 9HJ Telephone 07899861887