



TO MEMBERS OF THE COUNCIL:

You are duly summoned to the next meeting of **TIVETSHALL PARISH COUNCIL** to be held on
Wednesday 14th June 2017 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 2017

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 10th May council meeting
 - 4.2 Matters arising from the minutes.
- 5. PUBLIC PARTICIPATION – 15 MINUTES ALLOCATED FOR PARISHIONER FORUM**
 - 5.1 Reports from District Cllr, County Cllr, and Police Community Support Officer if present
 - 5.2 Parishioners' Forum
- 6. REPORTS FROM CLERK AND COUNCILLORS**
 - 6.1 Update on footpath signing, misuse and access issues to public rights of way (Clerk/Cllr Sadler)
 - 6.2 Update on speeding traffic along B1134 (Clerk)
 - 6.3 Update on signage at Ram Lane junction with A140 (Chair)
- 7. PLANNING**
 - 7.1 2017/0819 (withdrawal of application) Land West Of The Street Tivetshall St Mary Norfolk.
Proposed detached four bedroom dwelling
 - 7.2 2017/0543 (amended application) Mardle Farm Barn Ipswich Road Tivetshall St Mary NR15 2DH
 - 7.3 2017/1001 (change of use) Wilkins Barn Hales Street Tivetshall St Margaret NR15 2EE
 - 7.4 2017/1060 (application) Plot 2 Land South East Of Shangri-la The Street Tivetshall St Mary
 - 7.5 Neighbourhood Plan - Proposed Dickleburgh and Rushall Neighbourhood Plan
- 8. HIGHWAYS & MAINTENANCE MATTERS**
 - 8.1 To consider provision of an additional dog waste bin in vicinity of Star Lane/School Road
 - 8.2 To consider next steps for bus shelter
 - 8.3 To consider next steps regarding playing field fence
- 9. VILLAGE HALL ANNUAL GENERAL MEETING**
- 10. TO AGREE LEAD RESPONSIBILITY FOR COMMUNITY PLAN WORKSTREAMS FOR 2017/18**
- 11. TO CONSIDER ADOPTING A COMMUNICATIONS POLICY AND PROCEDURE**
 - 11.1 Communications with parishioners (Grapevine)
 - 11.2 Communications between parish councillors and clerk
- 12. TO CONSIDER THE RISK ASSESSMENT AND RISK MANAGEMENT PROPOSALS**
- 13. PLAY EQUIPMENT INSPECTION**
- 14. TO AGREE TIMEFRAME FOR EXERCISE OF ELECTORS RIGHTS**
- 15. TO AGREE TPC RESPONSE TO LOCAL GOVERNANCE REVIEW**
- 16. TO NOTE CORRESPONDENCE RECEIVED**
 - 16.1 Letter from parishioner regarding litter
 - 16.2 SNDC Recycling – additional options for village
- 17. TO CONSIDER TRAINING FOR CHAIR**

18. FINANCE

- 18.1 To report on review of Council end of year accounts (Cllr Alleguen-Porter)
- 18.2 To consider and agree process for internal controls
- 18.3 To report on internal audit (Clerk)
- 18.4 To receive the balance of accounts
- 18.5 To review and approve the Annual Return
- 18.6 To review planned expenditure for 2017/18
- 18.7 To approve payments to include:
 - 18.7.1. Clerk's expenses for office supplies and petrol - £25.65
 - 18.7.2. Clerk's monthly gross salary for period 01/06/17 to 30/06/17 plus claim for ten and-a-half additional hours for updating of policies/attending training - £313.40
 - 18.7.3. HMRC – PAYE for Clerk's May salary - £22.80
 - 18.7.4. The Primrose Press – printing June/July Grapevine - £172.00
 - 18.7.5. Norse Six Monthly Charge - £610.91
 - 18.7.6. Norfolk Parish Training and Support (Understanding your Council's Finances) - £40.00
 - 18.7.7. Norfolk Parish Training and Support (Chairing Successful Meetings) - £75.00

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

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

Proposed as Wednesday 12th July, 2017 at 7.30pm