



**TO MEMBERS OF THE COUNCIL:**

You are duly summoned to the next meeting of **TIVETSHALL PARISH COUNCIL** to be held on

**Wednesday 17<sup>th</sup> January 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:** 11<sup>th</sup> January 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 8<sup>th</sup> November 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 Parish Partnership application (Clerk)
  - 6.2 Update on Highways and PROW matters
  - 6.3 Update on Data Protection (Clerk)
  - 6.4 Update on Handyman role and consideration of future task list
- 7. HIGHWAYS AND MAINTENANCE MATTERS**
  - 7.1 To determine grounds maintenance contracts for 2018/19
  - 7.2 Consideration of Repairs to Playing Field Fence
  - 7.3 Consideration of maintenance and repairs to play equipment – adventure area and kick wall
  - 7.4 Consideration of cutting back trees along left hand boundary of the village hall/playing field
  - 7.5 Consideration of clearing waste at rear of pavilion
  - 7.6 To consider flooding issue on B1134
- 8. TO CONSIDER DONATION TO FOTS FOR SCHOOL PLAY EQUIPMENT**
- 9. TO CONSIDER PLANNING APPLICATION 2017/2875 BLACKGATE BARN, RECTORY ROAD, TIVETSHALL ST MARY NR15 2DD**
- 10. TO CONSIDER RESPONSE TO GREATER NORWICH DEVELOPMENT PLAN CONSULTATION**
- 11. UPDATE ON BROADBAND PROJECT**
- 12. APPOINTMENT OF EXTERNAL AUDITOR FOR SMALLER AUTHORITIES IN 2018/19**
- 13. TO CONSIDER FLYTIPPING OFF STAR LANE**
- 14. TO CONSIDER ONGOING NALC MEMBERSHIP AND HOSTING OF PC WEBSITE**
- 15. TO CONSIDER VILLAGE WORLD WAR ONE CENTENARY CELEBRATIONS**
- 16. UPDATE FROM VILLAGE HALL MANAGEMENT COMMITTEE**
- 17. TO NOTE CORRESPONDENCE RECEIVED**
  - 17.1 Letter from Friends of Tivetshall School
  - 17.2 Traffic damage to village green
  - 17.3 Flooding on B1134
  - 17.4 Request for donation from Borderhoppa
  - 17.5 Norfolk Playing Fields Association
  - 17.6 Letter from Dickleburgh Sea Scouts
  - 17.7 Letter from Saffron Housing

## **18. FINANCE**

- 18.1 To receive the balance of accounts and bank reconciliation
- 18.2 To receive report of expenditure under emergency arrangements since last meeting
- 18.3 To approve budget figures for 2018/19
- 18.4 To determine Parish Precept for 2018/2019
- 18.5 To approve payments to include:
  - 18.5.1. Clerk's expenses - £16.46 (office supplies) £4.05 (mileage)
  - 18.5.2. Clerk's monthly gross salary for period 01/01/18 to 31/01/18, £211.10
  - 18.5.3. Handyman's gross salary for hours claimed - £115.35
  - 18.5.4. J Crerar Invoice for grass-cutting and maintenance (4<sup>th</sup> quarter) - £705.50
  - 18.5.5. South Norfolk DC Dog Bin Annual Charge - £780.00
  - 18.5.6. Tivetshall Village Hall – PC Hire for period 1/4/17-31/3/18 – 365.50
  - 18.5.7. Community Heartbeat one set of replacement pads for defibrillator - £45.60
  - 18.5.8. The Primrose Press for Dec/Jan Grapevine printing - £112.00
  - 18.5.9. Information Commissioner's Office – Data Protection Registration - £35.00
  - 18.5.10. M P Stephenson & Sons for Village Christmas Tree - £96.00
  - 18.5.11. Norfolk Pest Control Services for mole management on playing field - £150

## **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 14<sup>th</sup> February, 2018 at 7.30pm