



## **NOTICE OF PARISH COUNCIL MEETING**

You are hereby summoned to attend the Ashmanhaugh Annual Parish Council Meeting in the Preston Room on:

**Tuesday 5<sup>th</sup> September 2017 7.00pm**

**Members of the press and public are invited to attend**

### **AGENDA**

**1. ATTENDANCE**

To note those present and consider apologies for absence.

**2. DECLARATIONS OF INTEREST AND DISPENSATIONS**

Members are invited to declare a previously undisclosed interest relating to items on the agenda and to ask for a dispensation to vote on matters in which they have a disclosable pecuniary interest or other non-financial interests.

**3. MINUTES OF PREVIOUS MEETING**

To confirm the accuracy of the minutes of the Parish Council meeting held on 4th July 2017.

**4. PUBLIC SPEAKING**

4.1. To receive report from County and District Councillor Nigel Dixon.

4.2. To receive report from PCSO Jeanette Boardman.

4.3. To receive questions from the public relating to local issues. In line with the Parish Council Standing Orders, each speaker is allowed a maximum of 5 minutes. Maximum time allowed 15 minutes in total.

**5. MATTERS ARISING**

5.1. To discuss correspondence received since the agenda was issued.

5.2. To receive a report on any matter not covered on the agenda.

**6. CORRESPONDENCE**

6.1. Norfolk Planning Authority - Norfolk Strategic Framework is a consultation prepared jointly by Breckland Council, Broadland District Council, Broads Authority, Great Yarmouth Borough Council, Borough Council of King's Lynn & West Norfolk, North Norfolk District Council, Norwich City Council, Norfolk County Council and South Norfolk Council, and sets out their shared objectives on housing, employment and infrastructure - deadline 22nd September 2017.

6.2. CPRE - launch of Vision for Norfolk.

**7. COUNCILLORS MATTERS**

7.1. Speeding from the boat yards - Cllr Saunders.

**8. HIGHWAYS, PLANNING, LAND AND ASSET ISSUES**

8.1. No planning application were received in the period:

8.2. Local Members Highways Fund - details from Cllr Dixon.

8.3. To note defects reported to the "Highway Ranger":

i. Fingerpost at crossroads - scheduled to be renovated

ii. Fingerpost at junction with Tunstead Rd - will replace not repaint - have queried.

- iii. Two road name signs - referred to NNDC.
- 8.4. To discuss and update on the Norwich Road Runners.
- 8.5. The Common
  - i. To review the NNDC Licence for the Common as a Surveyors Allotment and agree to sign the final version.
  - ii. To note that a request to designate the area as a Local Green Space has been made to NNDC.
  - iii. To review the application to the Environment Agency to undertake works to the Common..
- 8.6. To discuss correspondence with NNDC regarding the lighting in the grounds of Chestnut Hollow.

9. **ADMINISTRATIVE MATTERS**

- 9.1. To make arrangements for Clerk's appraisal - due 31st August 2017.
- 9.2. To agree Clerk's remaining annual leave for the financial year 23/10/2017-27/10/2017; 25/12/2017 - 05/01/2017; 12/02/2018-17/02/2018.

10. **FINANCIAL MATTERS**

10.1. **To review this period's financial position**

- i. To receive and sign Bank Reconciliation – current balance £7161.26.
- ii. To note there were **no receipts** in the period:
- iii. To authorise **payments** for:-
 

1. Clare Male – salary July/August	£301.30
2. HMRC - tax owed	£48.80
3. Balance of N&P account (closing) to new Barclays account	£6,811.16

10.2. Budget

- i. To review mid year accounts and spending against budget
- ii. To discuss forthcoming budgets including future projects and training requirements

10.3. To update on the arrangements for the closure of the Norwich & Peterborough bank account and to advise that a Barclays Community Account has now been opened for the Council.

10.4. Audit for 2016-2017 - returned as completed by Mazars with the external auditor's certificate and report. Published on the Parish Council website. No additional fees due.

11. **ITEMS FOR NEXT AGENDA - Tuesday 7th November 2017 at 7.00pm**

Published: 29th August 2017

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