



NOTICE OF PARISH COUNCIL MEETING

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

Tuesday 9th January 2018 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 7th November 2017 and minutes of the extraordinary meeting held on the 21st November 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 - crime updates.
- 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. North Norfolk District Council - to note an increase in the amount of garden waste being fly tipped and to update advice.
- 6.2. Emergency road closure on School Road - 20th - 24th November due to a burst water main.
- 6.3. North Norfolk Safety Advisory Group (NNDC) - new advice on managing events and notifying them to the relevant authorities.
- 6.4. Norfolk Police - consultation on the police budget and council tax for 2018-2019 and subsequent update.
- 6.5. Norfolk County Council - budget consultation 2018-19
- 6.6. Christmas card from Norman Lamb
- 6.7. NNDC - invitation to Clerk to attend an event to discuss progress and future plans with Public Access module for Planning applications - 13th February.
- 6.8. NALC - have advised that DCLG have decided the requirement to hold referendums for large precept increases is to be deferred for the next three years.
- 6.9. Keep Britain Tidy: weekend of the 2-4 March 2018, Keep Britain Tidy wants us to help clear up the rubbish that lies around us. Organise a public litter pick?
- 6.10. HMRC - notification of changes to the systems used to reclaim VAT.

7. COUNCILLORS MATTERS

- 7.1. Resignation of Cllr A Wiseman. Notice given to NNDC. Parishioners had until the 8th December 2017 to call an election - no election called, therefore there is a Casual Vacancy on the Council. To discuss candidates.

8. HIGHWAYS, PLANNING, LAND AND ASSET ISSUES

- 8.1. Two planning applications were received in the period:
- i. PF/17/1825 - Agricultural buildings at Dairy Farm, Stone Lane, Ashmanhaugh, Norwich, NR12 8YW - deadline 30th November. To report on the extraordinary meeting held on the 21st November 2017.
 - ii. PF/17/1802 Church Field, Hoveton, Norwich, NR12 8NY - Erection of 25 dwellings with a new 12 space church car park - deadline 14th December. No changes to the comments from the July 2017 application.
- 8.2. The Common
- i. To update the Council on the application to the Planning Inspectorate to undertake works to the Common. No objections received, but still waiting for a decision from the Planning Inspectorate.
 - ii. To discuss a management plan and particularly a programme for topping the Common.
- 8.3. External lighting - to discuss contact with NNDC.
- 8.4. Speeding from the boat yards & Community Speedwatch - to update and to discuss the requirements of the scheme.
- 8.5. Highway ranger - asking for particular reports of potholes, standing water & mud on the road. Reports required by the end of December. Standing water at end of Church Road. Potholes on Stone Lane reported online.
- 8.6. 30mph zones in the village - to discuss if they need extending.

9. ADMINISTRATIVE MATTERS

- 9.1. Increase in NALC fees of 2% in 2018-2019 and the introduction of a £30 annual charge for the website. To discuss and agree whether to continue with the existing website or do something new.

10. FINANCIAL MATTERS

10.1. To review this period's financial position

- i. To receive and sign Bank Reconciliation – current balance £8,058.70
 - ii. To note there were no **receipts** in the period.
 - iii. To authorise **payments** for:-
 1. Clare Male – salary November/December £395.72
- 10.2. Appointment of external auditors PKF Littlejohn for 2018-2019 and confirmation that, if required, the audit fee would be zero.
- 10.3. Barclays - tax residency information requested. Documentation completed and returned.
- 10.4. Budget report to the end of the 3rd quarter. Forecasting an underspend of £386.
- 10.5. Clerk attending an "New end of year audit regime" course 10th January

11. ITEMS FOR NEXT AGENDA - Tuesday 6th March 2018 at 7.00pm

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