



NOTICE OF PARISH COUNCIL MEETING

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

Tuesday 5th March 2019 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 8th January 2018.
4. **PUBLIC SPEAKING**
 - 4.1. To receive report from County and District Councillor Nigel Dixon.
 - 4.2. To receive crime figures from Norfolk Police.
 - 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. Broads Authority - consultation on the Local Plan modifications following examination - deadline 15th March 2019.
 - 6.2. Temporary closure of Crowgate Street in the Parish of Tunstead - new water supply - 26th to 28th February.
 - 6.3. North Norfolk District Council (NNDC) - invitation to Candidate's Briefing 4th March 6pm, Cromer.
 - 6.4. Road closures:
 - i. Crowgate Street - 26th to 28th February for connection to a new water supply.
 - ii. School Road - 4th to 8th March for BT duct works.
7. **COUNCILLORS MATTERS**
 - 7.1. Election - nominations open on the 26th March, with the election on the 2nd May. To sign nomination papers.
 - 7.2. Training - to confirm arrangements for the joint session with Tunstead and Hoveton on the 6th March at the Preston Rooms.
8. **HIGHWAYS, PLANNING, LAND AND ASSET ISSUES**
 - 8.1. One planning applications were received in the period:

- i. PF/19/0255 Viewlands, Stone Lane, Ashmanhaugh, Norwich, NR12 8YR - erection of a single storey side extension. Deadline for response 12/03/19.
- 8.2. NNDC Local Plan - to discuss responses to the consultation on Open spaces, sport and recreation - deadline 8th March 2018.
- 8.3. Highways - members grant fund - NCC to dig a ditch to the east to help with the persistent flooding at the end of Church Lane.
- 8.4. The Common
 - i. To update on the installation of railway sleepers and correspondence with residents.
 - ii. To confirm if scrap metal has been removed.

9. **ADMINISTRATIVE MATTERS**

- 9.1. To confirm arrangements for the Annual Parish meeting.
- 9.2. To review the Ashmanhaugh page in the Tunstead Parish magazine..

10. **FINANCIAL MATTERS**

10.1. To review this period's financial position

- i. To receive and sign Bank Reconciliation – current balance £7,956.79
 - ii. To note there were no **receipts** in the period..
 - iii. To authorise **payments** for:-

1. Clare Male – salary Jan/Feb	£340.31
2. HMRC tax payment	£67.95
3. Tunstead Parish Council	£50.00
4. CT Bakers, railway sleepers	£220.74
- 10.2. To note forthcoming arrangements for the internal and external audit.
- 10.3. Forthcoming insurance renewal - to agree if present level of cover is sufficient.

11. **POLICIES - to discuss and approve the following policies:**

- 11.1. Planning policy
- 11.2. Financial Regulations
- 11.3. Financial risk assessment
- 11.4. Code of conduct (pre-election)
- 11.5. GDPR - risk assessment, privacy notice, information audit.
- 11.6. Document retention policy

12. **ITEMS FOR NEXT AGENDA - Tuesday 5th March 2019 at 7.00pm and to note the Annual Parish meeting is held on the 12th March 2019.**

Published: 27th February 2019

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