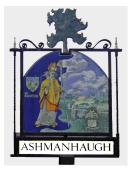
NOTICE OF ANNUAL PARISH COUNCIL MEETING



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

<u>Tuesday 7th May 2019 7.00pm</u>

Members of the press and public are invited to attend

<u>AGENDA</u>

- 1. WELCOME TO COUNCILLORS FOR A NEW FOUR YEAR TERM FOLLOWING ELECTIONS ON THE 2ND MAY. ALL COUNCILLORS PRESENT TO SIGN AN ACCEPTANCE OF OFFICE FORM.
- 2. ELECTION OF CHAIR
- 3. ELECTION OF VICE CHAIR
- 4. **ATTENDANCE -** To note those present and to consider apologies for absence. Apologies received from John Pond
- 5. DECLARATION OF INTEREST:
 - 5.1. SUBMISSION OF DECLARATION OF INTEREST FORMS
 - 5.2. DECLARATIONS OF INTEREST AND REQUEST FOR DISPENSATIONS FOR THIS MEETING Members are invited to declare a previously undisclosed interest relating to any item 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.
- 6. **MINUTES OF PREVIOUS MEETING** To confirm the accuracy of the minutes of the Parish Council meeting held on 5th March 2019 and the extraordinary planning meeting of the 16th April 2019.

7. PUBLIC SPEAKING

- **7.1.** To note the results of the District Council election and receive a report from the newly elected Councillor.
- 7.2. To receive a report from County Councillor Nigel Dixon..
- 7.3. To receive crime figures from Norfolk Police.
- **7.4.** 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.

8. MATTERS ARISING

- **8.1.** To discuss correspondence received since the agenda was issued.
- 8.2. To receive a report on any matter not covered on the agenda.

9. CORRESPONDENCE

- **9.1.** NNDC Local Plan update consultation will run from the 7th May to 19th June. Drop in sessions across the District closest will be Hoveton on the 23rd May 2.30 7.30pm.
- **9.2.** Temporary closure of Crowgate Street, Tunstead, from the 29th April for meter exchange works.
- **9.3.** To note the publication of notices for the European elections on the 23rd May.

10. HIGHWAYS, PLANNING, LAND AND ASSET ISSUES

- No additional planning applications were received since the extraordinary planning meeting 10.1. of the 16th April.
- 10.2. Crossroads - to discuss the road traffic accident that took place on Saturday 20th April and the response from Norfolk Police.
- 10.3. To discuss correspondence with NCC Highways:
 - 10.3.1. Issue with grips as raised at last meeting.
 - Concerns about the levels of the new ditch on Church Road. 10.3.2.
- 10.4. The Common - to discuss the installation of the railways sleepers.

11. **ADMINISTRATIVE MATTERS**

- To review the Ashmanhaugh page in the Tunstead Parish magazine. 11.1.
- 11.2. To discuss the proposal for a FB page.
- 11.3. To agree Clerks annual leave w/c - 8th April, 27th May, 5th August, 21st October, 23rd December.

FINANCIAL MATTERS 12.

To review this period's financial position 12.1.

- To receive and sign Bank Reconciliation current balance £9,392.77 12.1.1. 12.1.2. To note receipts in the period of:
 - 12.1.2.1. First half precept payment, NNDC £1,888.00
- To authorise payments for:-12.1.3.
 - 12.1.3.1. Clare Male – salary Mar/Apr £343.72 £33.30
 - 12.1.3.2. Clare Male - mileage
 - 12.1.3.3. HMRC tax payment
 - Andy Payne installing railway sleepers £1,100.00 12.1.3.4. £125.93
 - NALC membership renewal 12.1.3.5.
 - Insurance renewal for 2019/20 12.1.3.6. £tbc
 - Refreshments for training Roys 12.1.3.7. £14.45 (Debit card)

£85.80

- 12.1.3.8. Refreshments for Annual Parish meeting £6.26 (Debit card) £6.00 (Debit card)
 - 12.1.3.9. Land registry fees
 - 12.1.3.10. Data protection renewal £35.00 (Direct Debit)
- 12.2. To update on the audit Annual Return and to request a change to the date of the next meeting to the 25th June to comply with statutory requirements.
- 12.3. Insurance renewal - to review quotes and agree Clerks recommendation for cover.

POLICIES - to discuss and approve the following policies: 13.

- Code of conduct. 13.1.
- 13.2. GDPR - risk assessment, privacy notice, information audit.
- 13.3. Document retention policy.

14. **ITEMS FOR NEXT AGENDA**

The meeting will then be closed to the press and public in accordance with Schedule 12A of the Local Government Act 1972.

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