



## **NOTICE OF PARISH COUNCIL MEETING**

You are hereby summoned to attend the 'Virtual' Ashmanhaugh Parish Council Meeting on:

**Tuesday 2<sup>nd</sup> March 2021 7.00pm**

Members of the press and public are invited to attend via the Zoom application reference:  
**Meeting ID: 835 0785 5585, Passcode: 432947**, alternatively contact the Clerk via email for a direct link ([ashmanhaughparishcouncil@gmail.com](mailto:ashmanhaughparishcouncil@gmail.com))

### **AGENDA**

1. **ATTENDANCE** - To note those present and to consider apologies for absence.
2. **DECLARATION OF INTEREST:**
  - 2.1. **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.
3. **MINUTES OF PREVIOUS MEETING** To confirm the accuracy of the minutes of the Parish Council meeting held on  
12<sup>th</sup> January 2021.
4. **PUBLIC SPEAKING**
  - 4.1. To receive a report from County and District Councillor Nigel Dixon.
  - 4.2. To receive a crime report 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. General correspondence
  - 6.2. Norfolk ALC Bulletins and updates, including Wellbeing emails
  - 6.3. Police newsletter
  - 6.4. Cllr. Dixon - Traffic Ashmanhaugh - inc. flooding and verges
  - 6.5. Census 2021 - 21st March 2021
  - 6.6. Norfolk Citizens Advice – Norwich
  - 6.7. Norwich Western Link project update
7. **HIGHWAYS, PLANNING, LAND AND ASSET ISSUES**
  - 7.1. To consider any planning applications received
  - 7.2. Planning applications response to be ratified:  
**PF/21/0239** - Harris Barn Stone Lane Ashmanhaugh Norwich Norfolk NR12 8YW - Change of use of barn with external alterations to form dwelling - revision of approved scheme (ref. no. PF/171824) in respect of Unit 4 – **No Objection or Comment**
  - 7.3. To receive planning decisions:  
**PF/20/1783** - Harrodan, 1 Church Road, Ashmanhaugh, Norwich, NR12 8YL - Construction of two storey side extension - **WITHDRAWN**
  - 7.4. To update on Highways issues (Church lane and missing signage)
  - 7.5. To update on Wroxham and Hoveton Network Improvement Strategy meeting held on 14<sup>th</sup> January 2021
  - 7.6. To discuss dog fouling around Parish, including Cricket ground and footpaths
  - 7.7. To discuss and agree response to Parishioner email re: speeding traffic on Rectory Road
  - 7.8. SAM2 device:
    - 1) To receive data collected from SAM2 device
  - 7.9. To discuss proposed gateway locations re: Parish Partnership Scheme Initiative 2021/22

**8. FINANCIAL & ADMINISTRATIVE MATTERS**

- 8.1.** To review this period's financial position  
To receive and sign Bank Reconciliation
- 8.2.** To authorise **payments** for:
- |   |         |
|---|---------|
| Sarah Martin - salary February/March 21 (inc. expenses)                   | £346.24 |
| HMRC tax payment  | £ 86.40 |
| Norfolk Parish Training & Support (New Councillor Training 15 & 22 March) | £ 50.00 |
- 8.3.** To agree the budget for 2021-2022
- 8.4.** To consider and agree annual subscription to NALC or NPTS
- 8.5.** To agree a date for the Annual Parish Meeting
- 8.6.** Policies for Review:
- Standing Orders
  - Financial Regulations
  - Financial Risk Assessment
  - Annual Review of the Effectiveness of Internal Control
  - Planning Policy
  - Privacy Notice
- 8.7.** To note any Financial/Administrative correspondence

**9. ITEMS FOR NEXT AGENDA – 4<sup>th</sup> May 2021 – Parish Council Meeting**

*Sarah Martin*

Clerk & RFO to the Parish Council  
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