

An Ordinary Parish Council Meeting will be held on Monday 13th March 2023, starting at 7.30pm, in Beachamwell Village Hall

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business on the agenda below. Members of the public and press are welcome to attend.

AGENDA

- 1 Apologies for absence
- 2 To receive declarations of interest in items on the agenda and any written requests for dispensation
- 3 Approve the minutes of the meeting 16th January 2023
- 4 Public forum, an opportunity to hear from members of the public, District Councillor & County Councillor
- 5 Clerk's report, update on items not on this agenda (information only)
- 6 To note highways issues reported since the last meeting (information only)
- 7 Correspondence (information only)
 - a. To note email from resident in Shingham regarding repurposing the telephone box
 - b. To note email from resident regarding damaged caused by vehicles driving on the village green
- 8 To receive and consider donation request from Age Concern Norfolk
- 9 To consider request from PCC to use the village green for the Open Gardens Day 25th June 2023
- 10 To agree application to the Breckland DC Coronation grant (flagpole and flag) and consider any further actions required for the Coronation
- 11 To note the repair work required to the wall surrounding St Marys' church
- 12 To receive update from NCC regarding gritting to road and broadband speed, Drymere.
- 13 Parish Council Assets
 - a. Jubilee Tree, to receive to update
 - b. SAM2, to receive update on training, installation and agree responsibility for moving SAM2 & battery charging
 - c. To note recent defibrillator software update and approve purchase of a replacement defibrillator battery
 - d. To receive factsheet from Open Space Society 'Village Greens: Driving and parking on your local green space' and discuss advice contained within, in relation to damage caused by vehicles on Beachamwell village green. To agree further actions required to deter vehicles driving and parking on Beachamwell village green
 - e. To discuss maintenance required to Council noticeboard and agree any actions required
- 14 Planning
 - a. Applications received since the last meeting, including:

3PL/2022/1330/F Conversion & extension of an existing home-office to a new residential dwelling. 3 Drymere AMENDMENT: Scheme reduced; extensions omitted

3PL/2023/0148/F 60m x 20m all weather riding arena with fencing for personal use Fir Tree Cottage Drymere
 - b. To note decisions received from the District Council, including:

3PL/2022/1382/HOU - Proposed single storey flat roofed rear extension with new window added to the existing East elevation 5 Church Walk. **APPROVED**

- 15 Operational and Governance:
- a. To receive and approve draft Volunteer Policy
 - b. To receive and approve SAM2 risk assessment
 - c. To SLCC handout on roles and responsibilities and consider quotes for Council training
 - d. To agree payment of HMRC penalty for late submission month 3 (2022-23)
- 16 Finance
- a. Authorise payments
 - b. Receive and agree reconciliation of bank statement
 - c. Receive Internal Auditors Report 2022-23 and consider recommendations contained within the report
- 17 To receive items for the next agenda (information only)
- 18 To confirm the date of the next meeting as **Monday 15th May** at 7.30pm, Beachamwell Village Hall. To agree revised date of September meeting date 4th September 2023.
- 19 ***To consider the passing of a resolution under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972 that the public and press be excluded from the meeting for item 10.2 on the grounds that it could involve the likely disclosure of private and confidential information.***
- a) **Staffing** - To receive clerk timesheet for January & February 2023 and to consider agreeing overtime for the hours worked.
 - b) **Staffing** - To consider and agree any overtime hours required for the research regarding the church wall