

TROWSE with NEWTON PARISH COUNCIL
The Manor Rooms, The Street, Trowse, Norwich NR14 8ST
E-mail: trowsepc@yahoo.co.uk Tel: 07899798853

You are summoned to the meeting of
Trowse with Newton Parish Council
to be held on Monday, 24 June 2019 at 7.15pm
in the Manor Rooms, The Street, Trowse
for the purpose of transacting the following business

Gina Lopes

18 June 2019

Clerk to Trowse with Newton Parish Council

AGENDA

1) Apologies for absence

2) Declarations of interest

Members should declare personal or prejudicial interests in any items on the agenda. It is a requirement of the Parish Council (Code of Conduct) that declarations from a Member include the nature of the interest and whether it is pecuniary or an interest other than pecuniary. In the case of a pecuniary interest being declared, the member must disclose the interest and withdraw from the meeting when the item is discussed.

3) Arminghall Trust site – Norfolk Homes to present **15 MINS**

4) Suspension of meeting for Public Participation **10 MINS**
Resolution to suspend the meeting to invite members of the public to speak

5a) Minutes of the meeting held 15 May 2019 – for acceptance **5 MINS**

5b) Minutes of the Extraordinary meeting held 12 June 2019 – for acceptance

6) Councillors' Reports – to receive brief reports not on the agenda **10 MINS**
a) Six Strategic Group Meeting – Cllr Smith & Cllr Price to report

7) County Councillor's Report – to receive a written or verbal report **5 MINS**

8) District Councillor's Report – to receive a written or verbal report **5 MINS**

9) Planning matters **10 MINS**

a) Applications received to date - for consideration

2019/1217 - 3 Stone Cottages, Kirby Road - Replacement windows to front and rear

2019/1216 - White Horse Lodge White Horse Mews White Horse Lane -
Proposed new porch and conversion of garage to accommodation ancillary to the main dwelling

2019/1218 - 1-2 Stone Cottages, Kirby Road - Replacement windows to front and rear of property

b) Decision notices received to date – for information

2019/0914 Works to trees in Conservation Area - 9 Crown Point Villas Kirby Road -Refusal

- c) **Planning correspondence** – for consideration
- i) **Environment Agency consultation: draft national flood and coastal erosion risk management strategy for England**
- ii) **Flood Management on the Broads: Stakeholder Survey**
- iii) **Broads Local Plan Adoption**

10) Finance matters

20 MINS

- a) **End of year 31 March 2019 reports** – for acceptance and approval
- b) **Annual Internal audit report 2018/19** – for acceptance and approval
- c) **Completion of Annual Return 31 March 2019** – for resolution
- i) **Section 1 – Annual Governance Statement for Trowse with Newton Parish Council**
- ii) **Section 2 – Accounting Statements for Trowse with Newton Parish Council**
- d) **Management of bank account** – written report from Cllr Hewer and update from the Clerk – for consideration –
- e) **Interim financial agreement with South Norfolk Council** - update from the Clerk – for consideration

11) Allotments, Common, Cemetery & Churchyard

5 MINS

- a) **Churchyard code of practice** – for resolution
- b) **Allotment tenancy agreement** – for resolution –
- c) **Use of the Common 07/07/19** for private birthday party & bouncy castle

12) Website provision, communication & GDPR

10MINS

- a) **Website - To consider costs and management of website**
- b) **Councillor emails, correspondence and information**
- c) **GDPR**

13) Police and Highways

10 MINS

- a) **Meeting re: parking** – Cllr Smerdon & Cllr Smith to report
- b) **Vans in Whittingham Lane** – Cllr Smerdon & Cllr Smith to report
- c) **Invitation to Bid Letter Parish Partnership 2020-21** – for consideration

14) Correspondence received to-date

5 MINS

- a) **Fire Service Open Day- Trowse Fire Station - 25 August 2019** – for information
- b) **Your Voice In Norfolk - 10th July 2019** - for information
- c) **Six Strategic Group Meeting - 10 June 2019** draft minutes & future meeting dates - for information

15) Exclusion of press & public

To pass a resolution to exclude the press & public from the meeting under Public Bodies (Admission to meetings) Act 1960 s.1 given the sensitive nature of the business to be discussed

16) Review, appraisal and Council objectives – for discussion

MAXIMUM MEETING TIME IS TWO HOURS