

NOTICE OF TROWSE WITH NEWTON PARISH COUNCIL MEETING

You are hereby summoned to attend the Trowse with Newton Parish Council Meeting at The Manor Rooms, The Street, Trowse on: **Monday 20th January 2020 at 7.15pm**
Members of the press and public are invited to attend

Ted Leggett

Ted Leggett
Parish Clerk

AGENDA

1. ATTENDANCE

To note those present and consider apologies for absence. Cllrs Chris and Heather Bowers unable to attend

2. DECLARATIONS OF INTEREST AND DISPENSATIONS

2.1 To consider the process for dispensations – either via the Clerk or by Full Council.

2.2 To consider any dispensations previously submitted.

You have a Disclosable Pecuniary Interest in a matter to be discussed if it relates to something on your Register of Interests Form. You must declare the interest and leave the room whilst the matter is under discussion.

You have a Personal Interest in a matter to be discussed if it affects:

- Your wellbeing or financial position.
- That of your family or close friends.
- That of a club or society in which you have a management role.

In these instances, members must declare a PERSONAL interest, but can speak and vote on the matter. Whenever you declare an interest you must say why the interest arises so that it may be included in the minutes.

3. MINUTES OF PREVIOUS MEETING

To confirm the accuracy of the minutes of the last Parish Council Meeting held on 25th November 2019.

4. PUBLIC FORUM

4.1 To receive reports from County Councillor – Vic James Thomson, South Norfolk District Councillor – Trevor Spruce and Police if present.

4.2 To receive comments from members of the public, restricted to 2 minutes per person, on matters elsewhere in the agenda. Item to last no more than 10 minutes.

5. MATTERS ARISING FROM PREVIOUS MEETINGS – TO RECEIVE UPDATES.

5.1 White Horse Lane Hedging – confirm that hedging has been cut

5.2 Streetlight marking. To confirm that street lighting stickers have been attached to streetlights

5.3 Risk Assessments – next meeting. Clerk progressing

5.4 Village Sign – quote received and attached, Council to confirm happy with cost

5.5 Tree T60, Churchyard. To confirm that this work has been ordered. CGM received planning approval. Works to be ordered

5.6 Playground inspection has been ordered to take place in January 2020

5.7 Maintenance Schedule. Meeting with Paul Tong w/c 27/01 to discuss

5.8 Fencing at Dell allotments- ongoing

5.9 Allotment numbering has been ordered, have chased CGM for installation date

5.10 Water survey at Dell Allotments ongoing

5.11 Defibrillator movement to phone box ongoing

Trowse with Newton Parish Council, The Manor Rooms, The Street, Trowse, NR14 8ST
Locum Clerk: Mrs Sarah Hunt Telephone: 07899798853 Email: trowsepc@outlook.com

- 5.12 Zip wire works have taken place, awaiting invoice
- 5.13 Awaiting LED conversion prices for non-LED streetlights. Maintenance required on Streetlight 9002, no response from Maintenance Company
- 5.14 Awaiting quotation for Cemetery and Compound Gates, meeting taking place with Luke Green early February
- 5.15 Cemetery Brick Rotunda – quotation to be obtained. Further discussion required at open spaces committee
- 5.16 Asbestos works at Block Hill outstanding. Survey company does not carry out works, quotation requested

6. PLANNING

6.1 Applications for discussion and comment.

Attached for review

6.2 Decisions for information

Attached for review

7. ADMINISTRATIVE MATTERS.

- 7.1 To agree purchase of new IT equipment for Neighbourhood Plan Admin Assistant

8. FINANCIAL MATTERS

- 8.1 To agree payments as circulated

- 8.2 To note live bank balances via scribe report:

Lloyds Treasurers 04058297	£48,130.06
Lloyds Business 06378221	£15,223.34
Santander Bus Reserve 43699240	£9,026.13
Nationwide 90158225	£80,000.00
Total	£152,379.53

- 8.3 To discuss proposal to explore options for making online and card payments via either a prepaid card or online banking payments. Clerk

9. ALLOTMENTS.

- 9.1 Tenancy agreements 2020 – To confirm that 9 allotment holders are yet to renew their tenancy agreements, and agree cut-off date when plots will be received back to Parish Council. Clerk
- 9.2 To confirm that a skip was provided at Block Hill on 13th December 2019.
- 9.3 To discuss and agree whether further quotations for clearance works are required

10. PLAYGROUND

- 10.1 To consider location and installation of adult fitness equipment. Quotes outstanding. Clerk
- 10.2 To confirm renovation works have taken place on zip wire and final invoice awaited

11. NEIGHBOURHOOD PLAN.

- 11.1 To confirm Mark Thompson of Collective Community appointed as consultant for Neighbourhood plan
- 11.2 To confirm steering group membership
- 11.3 To confirm appointment of Kate Leggett as Neighbourhood Plan Administrative Assistant to Parish Council

12. CEMETERY/CHURCHYARD.

- 12.1** Review of charges and regulations ongoing

13. PARKING CONSULTATION.

- 13.1** To confirm initial public consultation took place on Friday 20th January 2020. Clerk to collate any late responses and submit to Tim Youngs at Norfolk County Council

14. OPERATION LONDON BRIDGE – Cllr H Smith.

- 14.1** To consider a Condolence Book – option
14.2 To agree Location for Book.
14.3 To agree access times, supervision and setting.
14.4 To consider flowers – to set budget.
14.5 To agree Location/allow public flowers.
14.6 To consider purchasing a Picture and black ribbon and agree location for display.
14.7 To consider a proclamation.
14.8 To agree where template should be publicised – Website/Facebook/Noticeboard.
14.9 Clerk to draft Policy for Operation ‘Bridges’ covering all of above

15. 75th Anniversary of end of WWII

- 15.1** To discuss Councils intended actions to commemorate end of World War Two and discuss grant funding. Clerk to update